



AVIJIT BANERJI

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Seeking Managerial Level assignments in Procurement/ Purchase/Supplier Development/Contract Management & Commercial Operations with a growth-oriented area to work.

Key Skills: *Procurement, Negotiation, International & Local Purchase, Supplier Relationship Management, LC, Sustainability & Ethics, Supplier Evaluation, Logistics, Strategic Thinking, Project Coordination, Team Work, ERP, Training & Development, Volunteering, Customer Service, Portfolio Management, Banking, Financial Sales.*

Working Experiences in UAE

Procurement Officer for “Ghantoot Landscaping LLC.” Dubai, UAE from Feb’2016 to present.

Major Landscaping Project Involved

- **Dubai Akoya Park (1,2,3) project** - 80 million (2017-2019), Client- DAMAC, Consultant – Cracknell
- **Abu Dhabi Armed Force Officer’s Club project** - 120 million (2019-2022), Client- GCA, Consultant- Atkins
- **Yas Acres Development project, Abu Dhabi**- 76 million (2019-2020), Client- Al Dar properties PJSC, Consultant- AECOM
- **Riyadh City South (Phase 1 & Phase 4), Abu Dhabi** - 150 million (2020-2022), Client- Al Dar properties PJSC, Consultant- Arcadis
- **Mohammed Bin Zayed City, Abu Dhabi**-78 million (2020-2023), Client- MUSANADA, Consultant- Core Engineering Consultancy L.L.C

Purchase & Admin Coordinator for “BGMC LLC.” Ajman, UAE from Sep’2014 to Jan’2016.

- Involved in Purchasing, Accounts Receivable, Supplier Management, Adminisitation

Purchase Assistant for “Emirates Industrial Laboratory LLC.” Dubai, UAE from April’2012 to April’2014.

- Involved in different Local & International projects, training & development, Team work

Working Experiences in India

Worked in **India** with **Banking Industry** for **5 years** in **Retail, Customer Relationship Management, Financial Consultant, Portfolio Management, Rural Areas.**

- Product Awareness Development, Marketing
- Portfolio Management
- Customer Relationship Management

Certifications and Credentials

Academic:

MBA (Marketing) under **Sikkim Manipal University, Kolkata, India** distance learning completed in the year **2010**
B. Com (Accounts) under **University of Calcutta, Kolkata, India** full time completed in the year **2005**

Professional:

Certified International Supply Chain Professional under **IPSCMI, USA (Online)** completed in the year **2020**
Digital Transformation in Supply Chain, Procurement under **LinkedIn Learning, 2022**
Purchasing Foundation under **LinkedIn Learning, National Association of State Boards of Accountancy, 2020**
Negotiation, Logistics, Strategic Thinking, Time Management under **LinkedIn, 2020**
MS Office, Tally ERP, Windows 7 & 10 under **Youth Computer Training Center, Kolkata, India, 2014**

Personal Details

Notice Period	1 Month
Date of Birth	4th July 1984
Language known	English, Hindi & Bengali
Passport	V7570910
Driving License	Valid in UAE (Light Vehicle with Automatic Gear)
Passport Validity	30/06/2031
Permanent Address	S/O, Swapan Kumar Banerjee Kolkata, Pin- 700148. West Bengal, India

[AVIJIT BANERJI]

Date:

Place: