



Personal Details

Date of Birth : 22 june 1992

Email

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Phone

+971-525529575

Address

Al Qusais 2

Dubai

UAE

Education

5/2013 - 10/2013

Diploma in Sales Tax Practitioner

Tax Study Centre, Ernakulam

05/2010 - 04/2013

Bachelor of Commerce

(Computer Application)

Sacred Hearts College, Ernakulam

04/2009 - 04/2010

Higher Secondary (Plus Two)

Kendriya Vidyalaya, Ernakulam

Skills

- **Strategic sourcing and supplier management**
- **Contract negotiation and vendor relationship management**
- **Cost reduction and cost analysis**
- **Inventory management and demand forecasting**
- **Cross-functional collaboration and team leadership**
- **Strong analytical and problem-solving skills**
- **Excellent communication and negotiation skills**
- **Proficient in Computer & MS Office**

Language

English

Hindi

Malayalam

ELDIN TOM ANTONY

Highly motivated and results-driven procurement professional with a proven track record in strategic sourcing, contract negotiation and supplier management. Seeking a challenging position to utilize my skills and delivering exceptional procurement outcomes.

Experience

1/11/2023 - 20/12/2023

Every Night Hypermarket, Stadium, Dubai

Inventory Management

- Adding New products to the F5 Sales software and producing barcode.
- Posting and updating the invoice.
- If any Purchase return is there, preparing GRV for the product.
- Ensuring the invoice items are properly entered with margin of profit.

11/2021-09/2023

3 Inch Constructin Solution| Ernakulam, India

Procurement Manager

- Developed and implemented procurement strategies to support the company objectives, resulting in a 15% reduction in overall procurement costs.
- Successfully negotiated contracts with suppliers, resulting in a 20% decrease in material costs while maintaining quality standards.
- Implemented a vendor evaluation system, resulting in improved supplier performance and increased on-time delivery by 25%.
- Lead cross-functional teams to identify cost-saving opportunities and implemented process improvements, resulting in a 25% reduction in procurement cycle time.
- Collaborated with internal stakeholders to ensure timely delivery of materials and equipment, minimizing project delays and improving customer satisfaction

05/2017 - 10/2021

Creo Homes Pvt Ltd | Ernakulam, India

Purchasing Manager

- Managed the procurement process, overseeing the sourcing and purchasing of materials, equipment, and services.
- Developed and maintained relationships with suppliers, negotiating favorable terms and conditions, resulting in a 15% reduction in procurement costs.
- Implemented a centralized purchasing system, streamlining the procurement process and reducing administrative overhead by 20%.
- Conducted market research and supplier evaluations to identify cost-saving opportunities and ensured the highest quality standards.
- Collaborated with cross-functional teams to develop and implement inventory management strategies, resulting in a 25% reduction in stockouts and improved cash flow.

• **2 Months**

Green Mount Spices| Ernakulam, India

Marketing Executive

- Developed and executed marketing programs, resulting in increased company exposure, customer traffic, and elevated sales by 25%.

• **6 Months**

PayTM | Ernakulam, India

Sales Executive

- Provided excellent customer service, answering inquiries with 100% customer satisfaction.
- Assisted customers in locating merchandise and promoted key items.