

RESUME

CONTACT INFORMATION

GAURAV ANAND

Mob: +91-7017631795,
Vill/Po- Vinayak Green City Agar Road Surasa
Ujjain MP

Email ID: gaurav1997sahay@gmail.com

CAREER OBJECTIVE

To work efficiently and with commitment of the organization I will be associated with, along with mutual sharing of intellectual ideas with seniors and colleagues who would be resulting in personal as well as organizational growth.

EDUCATION QUALIFICATION

EXAM. PASSED	BOARD/UNIVERSITY	YEAR OF PASSING	DIVISION
High School	C.B.S.E	2013	First Div.
Intermediate	B.S.E.B	2015	First Div.
B.Sc (Agriculture)	Sri Dev Suman Uttarakhand, University	2015-19	First division 74%

TRAINING IN RAWE

- Apiculture
MUSHROOM CULTIVATION
- Fruit Processing
- Social Survey

SKILLS:

- Basic computer skills.
- Determined to learn with practical approach.
- Strong will power.
- Good Communication skills.
- ERP working knowledge
- Sollution Finder for Any query
- Can handle the work load

Strengths: Confidence, Honesty, Quick learning, Hardworking and Efficient management skill.

Market Analyst at Venkys India Ltd. from 24 June 2019 In Purchase Department

Purchase Executive at Suguna Foods Private Limited from 01/01/21 to 28/01/2022.

Procurement Assistant At Skreting Aquaculture India Private Limited A nutreco Company Gujarat Surat MNC from 07/02/2022.

Purchase Manager At Skylark Proteins Pvt ltd from 01/06/2023 to 21/06/2024.

Purchase Manager at Bharat Oorja Distilleries from 08/08/2024.

Experience:- 5 yr in Purchase Department

About

1. Research Potential Vendors.
2. Compare and evaluate offers from suppliers
3. Negotiate Contract Terms of agreement and pricing.
4. Track orders and ensure timely delivery
5. Review quality of purchased products
6. Maintain updated records of purchased products delivery information and invoices
7. Prepare reports on Purchases, Including Cost analyses.
8. Monitor stock levels and place orders as needed
9. Coordinate with other departments like Accounts for payment of suppliers.
10. Having good knowledge of Med Procurement for Cbf Broiler and Feed Premix required for Feed Mfg.

PERSONAL PROFILE

Name	:	Gaurav Anand
Father's Name	:	Mr. Indu Bhushan Sahay
Date of Birth	:	15 th August 1997
Gender	:	Male
Marital Status	:	Unmarried
Nationality	:	Indian
Language Known	:	Hindi & English
Permanent Address	:	Vill. Senduari Gajsingh, Po. Bakahari, Ps.-Motipur Dist. Muzaffarpur, Pin No. 843111 (Bihar)

Declaration

The information given above is true to the best of my knowledge. I assure you that if the opportunity is given, I will do my best to your entire satisfaction.

Date: 21/06/2024

Place: Ujjain


GAURAV ANAND)