



VIJENDRA

ASSISTANT BUYER – COMMERCE

EDUCATION

Bachelor of Technology in Electronics and Communication Engineering

Lovely Professional University, Phagwara, Punjab

Aug 2011 – Jun 2015

- 7.500 CGPA, lead a 3-member team in Capstone Project '15 (Student of ECE Dept., LPU Punjab, lead a 4-member team and won 3rd prize in Electronics Chip Design at Technique '13 (Annual Techfest of LPU Punjab.

Intermediate

S.K.V. Sen. Sec. School, Ramgarh Sekhawati, Sikar, Rajasthan

July 2009 – May 2010

- 7.000 CGPA, Awarded Certificate of Merit in Dainik Bhaskar State Level Exam, 2008

WORK EXPERIENCE

Babasons W.L.L., Kingdom of Bahrain

Assistant Buyer – Commerce

Feb 2022 – Continue

- ➔ Babasons W.L.L. is the top Quality FMCG Company in Bahrain.
- ➔ Assisted in the execution of assortment planning, production selection, vendor negotiation, and marketing.
- ➔ Produced daily, weekly, and monthly sales reports on inventory sales, and tracked sales to forecast reorders and future buys.
- ➔ Supported the buying team in maximizing the business in the process of achieving sales, margin, and inventory turnover.
- ➔ Met with buying teams to discuss trends, competitor pricing strategies, identify new potential key items, and graphics; trained and mentored interns to assist buying team.
- ➔ Analyzed daily sales in order to forecast business trends and buyer behavior, and optimized sales and gross margin dollars by analyzing, evaluating and adjusting pricing and other promotional plans.
- ➔ Ensured timely delivery of merchandise through consistent communication and follow-up and applied successful negotiation techniques to achieve more lucrative business opportunities.
- ➔ Provided on-going analysis and interpretation of key business issues, including but not limited to merchandise reports, Open-to-Buy monitoring, sales figures, and other ad hoc analyses.
- ➔ Ensured top-tier relationships with vendors, providing the appropriate level of interaction with vendors in terms of both timely problem resolution and follow-up communications.
- ➔ Demonstrated excellent vendor and product knowledge and applied this knowledge in order to successfully negotiate with vendors to gain more favorable shipping, delivery and merchandise costs.
- ➔ Effectively managed vendor net process with vendors, and accurately resolved discrepancies between purchase orders, invoices and merchandise receipts, ensuring customer service and vendor satisfaction.
- ➔ Analyzed product cost changes from vendors and their effects on the department's wholesale gross margin.

PROFILE

Experience in Driving Strategic Growth, Sales & Brand Managements for Leading Brand in Automotive, FMCG and Retail Industries. Highly Competitive, Passionate, Persuasive and articulate, able to achieve results others believed to be impossible. Experienced in Marketing, Sales, Product Purchasing.

CONTACT

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Email: vkchoudhary8@gmail.com

HOBBIES

Reading

Listening to music

Internet Surfing

PERSONAL DETAIL'S

- C.P.R. – 910545960
- Nationality – Indian
- Passport No - N5025345
- DOB - 18th May 1991
- **License No - 910545960**

LANGUAGE'S

- Excellent communication skills (Written and Verbal) in Hindi and English.

PLACE:

- Manama, Kingdom of Bahrain

DATE:

VIJENDRA

- Conduct daily core procurement duties such as forecasting usage, analyzing engineering drawings and creating Requests for Quotation (RFQ), expediting open purchase orders and providing status to project managers.
- Distilling Value, overcoming obstacles and securing hard to Close Deals.

Babasons W.L.L., Kingdom of Bahrain

Costing Analyst

Jan 2017 – Jan 2022

- Provide Support to Costing managers – Materials and Product.
- Assist in the development of marginal costing and related projects.
- Drive improvements in cost estimation accuracy, by establishing guidelines and cost standards on various apparel costing elements.
- Maintain and update costing related information in relevant data bases and developments system on seasonal basis.
- Works on quarterly cross-brand costing reports and projects
- Provides costing margin scenarios to product team for RSP decision making.
- Communicates with purchasing group and Costing on Price Tracking.

SKILLS

- Ability to build solid business relationships and strong communication skills with the ability to communicate across various levels of the organization.
- Cost accounting, purchase to pay, entity Reporting/consolidation, maintenance or project/capital knowledge or experience.
- Strong attention to details.
- Great interpersonal skills.
- Knowledge of SAP & Business Objects Explorer.
- Solid analytical and research skills.
- Excellent communication skills (Written and Verbal).
- Comfortable working in a fast-paced environment.
- Ability to multitask, Excellent computer skills.
- The ability to work quickly, accurately and pay attention to detail.
- An awareness of health and safety issues around long-term computer use.
- IT Skills -> SAP Module, SAP Business Objects BI, MS Word, MS Office, Microsoft PowerPoint, Microsoft Excel and Excellent Knowledge of Computer.

CORE COMPETENCE

- **Entrepreneurial Spirit** - An entrepreneur whose gifted mindset is unaffected by failure, grows by learning from every experience, with a clear view of future requirements and how to design solutions to achieve them through continuous improvement.
- **Visionary Leadership** - A high IQ intellectual, with the ability to project his vision and perception onto his coworkers in turn empowering them to take ownership of their roles and encourage them to visualize breakthrough initiatives that lead to changes in organizational behaviors and create new pathways of business mobility.
- **Sales & Business Development** - Development and implementation of new programs, strategies, and revenue models. Built and nurtured C-Level relationships through many varied engagements, successfully implementing solutions and closing new business opportunities with some of the world top brands.
- Long term & short-term strategy building with complete road mapping.
- Customer excellence management & Product quality assurance.

DECLARATION

Hereby I declare that the above given information is correct to the best of my knowledge and belief.