

TEJAS PANKAJ VAIDHYA

Date of Birth: 14th May 1995

Male, Unmarried

Bachelor of Engineering Electrical

Languages: English (professional), Hindi
& Gujarati (native)

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PROFILE

At present Vendor Development Engineer at Matrix ComSec and previously Sourcing Initiatives Specialist at General Electric Renewable Energy, Hydro India.

- 3 years of experience in supply chain management, project procurement, material management and process improvement.
- Core experience in purchase request to purchase order conversion, supplier negotiation, vendor management and KPI Analysis.
- Works in Team for value addition, sharing knowledge and target oriented with positive mindset.

Skills:

- Good Negotiating Skill
- Ability to work under pressure
- Advance SAP-MM ERP
- Quick Responding
- Ariba - Power Source
- An analytical approach to problem solving
- Advance MS Excel, Power Point
- Process Mapping
- Goal oriented
- Master Tracking Application (Quality Tool)

EDUCATION

- Pursuing Industrial Purchase and Material Management from M.S University year 2019-20
- Completed Bachelor of Electrical Engineering from Parul Institute of Technology with Distinction (7.95 GPA) in the year 2016
- Completed Diploma in Electrical Engineering from Sigma Group of Institute with Distinction (8.14 GPA) in the year 2013

PROFESSIONAL EXPERIENCE

December 2019 to Now

Position:

Matrix ComSec Pvt. Ltd.

Engineer- Vendor Development (SCM)

- Establish End to End supply chain i.e. Supplier mapping, capacity assessment, smooth flow of material movement etc.
- Responsible for Electrical & Electronics procurement, exploring Local and foreign suppliers for better price and quality.
- Responsible for cost reduction through vendor negotiation, alternate source, engineering optimization, localization of supplier, global market evaluation etc.

- Development of new supplier and alternate part in order to achieve best quality, price for sustainable growth of final product.
- Identify supply risks and issues, drive mitigation actions and escalate if needed.
- Work closely with R&D and engineering team for new product development, identify source for supply from global markets, on-boarding supplier based on evaluation commercially as well as technically and providing budget for new project's products.
- Manage inventory by reducing lead time or JIT theory, planning & manage PO.

August 2018 to December 2019

**GE Renewable Power
Sourcing Initiatives Specialist**

Position:

- Support Hydro Sourcing in the definition, formalization and deployment of global & regional process, tools & organization.
- Involve in optimization of interface with other functions and leading sourcing action on specific business initiatives.
- Works and successfully deliver sourcing improvement projects like On Time Delivery, Days to Pay, Vendor Qualification and Internal audit.
- Analyzing and Driving action for improvement of KPIs like On Time Delivery, Days to Pay, Supplier monitoring /Qualification, Spend-Deflation, On Time Start PR to PO placement, MIS dashboard etc.
- Support hydro sourcing team for corporate and external audits and deploy learning from ISO/EHS/IFC audits.
- Analyzing project Cash out on quarterly / yearly basis.
- Procurement of Hydro Electric packages from local and foreign suppliers.

March 2017 to March 2018

**GE Renewable Power
Buying & Procurement Trainee**

Position:

- Support sourcing, vendor assessment, negotiating and contract management.
- Preparing RFQs based on requirements, Floating RFQs to suppliers and obtain offers.
- Evaluate and comparing offers commercially, Co-ordinate with engineering to review offers technically.
- Finalizing supplier and awarding Purchase Order in SAP on basis of Competitive supplier Offered Price, Quality, Delivery etc.
- Procurement of Hydro Electric Packages, Pipes and Pipe fittings, Fabrication parts, Cable tray & support and BOP instrumentation like RTD, Flow meter, Valves etc.
- Closely work on Hydro projects like Bajoli Holi (180MW), Tashiding HEP (97 MW), Tehri HEP (2400 MW) and services projects like Chamera, Dikchu etc.
- Follow up and support supplier to achieve on time delivery, quality and dispatch clearance.
- Coordinating -
 - with Site for immediate requirement of services and material, tracking and follow up of ongoing supplier action.
 - with Engineering for technically evaluation or deviation approval,
 - with Planning for Purchase Request, material management and dispatch activity
 - with Quality for Inspection clearance, vendor qualification and audit,
 - with Finance for suppliers on time payment, retention release or urgent payment etc.

Industrial Training

Company: Narayan Powertech Pvt. Ltd. May 2015 to Jun 2015

- Taken practical Training on Transformer manufacturing process, Assembling And testing procedure.

Industrial Projects

Name: PARALLEL PATH MAGNETIC TECHNOLOGY FOR HIGH EFFICIENCY MOTOR.

- Built prototype model using disposed transformer stampings, copper coil and Magnets and achieve results 3.5 times more flux and higher efficiency.

Hobbies

Listening to music | To solve Rubik cube | Playing Volley ball | Playing Table Tennis.

I hereby declare that the above-mentioned details are true and accurate to the best of my knowledge and belief.

Tejas Vaidhya