



# Ankit Shukla

**Project Manager @GEP Worldwide, Mumbai**

Bachelor of Engineering + MBA (Operations) +14 years of Work Experience

## Personal Information:

**Phone:** +91 8377040134

✉ [ankitshukla0902@gmail.com](mailto:ankitshukla0902@gmail.com)

**Gender:** Male

**Address:** M301, Signature  
Residency, Kolar, Bhopal (M.P.)

**Language:** English, Hindi

**Passport:** V6952444

**LinkedIn:** [www.linkedin.com/in/ankit-shukla-41114423](http://www.linkedin.com/in/ankit-shukla-41114423)

## Key Skills:

- Project Management
- Stakeholder Management
- Supply Chain Management
- Category Management
- Spend Management
- Strategic Sourcing
- Logistics
- Contract Management
- Vendor Management
- Negotiation
- e-Sourcing
- IT Procurement
- Direct & Indirect Purchase
- Procure to Pay
- Planning & Implementation

## Technical Skills:

- SAP Ariba /S4 Hana
- ERP Procurement
- GEP SMART/ Coupa
- Jira / Scrum
- MS Projects
- MS Office
- Power BI/QlikView
- Microsoft Azure
- Agile Methodology

## About Me

*"A Professional with overall ~15 years of experience in Project Management, ERP implementation, Sourcing, Category Management, Contract Management, Spend Analytics, SCM, Negotiation, Data Analytics and handling complete Project Lifecycle."*

## Professional Summary

### Project Management/ Program Management/ Stakeholder Management

- ❖ **8+ years of relevant experience in Project Management** with Project planning and scheduling, manage tasks and coordinate project resources to meet objectives and timelines.
- ❖ Well versed with **ERP software like Ariba, SAP Oracle, SAP S4/Hana, Coupa, GEP SMART** along with experience in tools like **Microsoft Projects, Power BI, Jira and MS office.**
- ❖ **Managing a team of 10+ people** with coordination to ensure timely delivery of all reports, analysis and dashboard summary to smooth workflow internal and cross functional team.
- ❖ Skilled in different phase in project life cycle like Requirement Gathering, Analysis, Design, Development, Unit & Integration Testing, UAT, User Trainings, Documentation & Go Live.
- ❖ Providing trainings to end users on ERP tool, reports & Dashboards.
- ❖ Continuously monitoring and evaluating project progress and making adjustments as necessary to ensure project success.
- ❖ Managing end to end Project lifecycle with Agile Methodology & Scrum framework.
- ❖ Stakeholder management, Communication with Sponsors & POC, organize business reviews.

### Global Sourcing/ Procurement/ E-sourcing/ Buyer/ Category Management:

- ❖ Handling end to end procurement activities Purchase requisitions review, Contract & Price Negotiation, Bid Analysis, Vendor Development, Awarding and Vendor Performance Evaluation.
- ❖ Direct Categories– IT HW/SW, Auto components, metals, Chemicals, PPC, Resins.
- ❖ Indirect Categories- MRO, Facilities, Professional services, Capex, Consumables, IT, Logistics, Office Supplies, Lab supplies, rental & leasing and Safety supplies.
- ❖ Working experience in Source to Contract (S2C) and Procurement to Pay process (P2P), including requisitioning, procurement, vendor management, invoice processing, and payment.
- ❖ Expert in Category Management/Classification based on UNSPSC or custom taxonomy.

### Spend Management/ Spend Analytics:

- ❖ Implemented & managed integrations for clients catering Industries like Manufacturing, FMCG, Mining & Construction, Telecom, Logistics, Pharma, Agriculture, BFSI and IT Sectors.
- ❖ Providing training to several end users clients, buyers and POC on Spend analytics tools, Dashboard, cost saving analysis and various customized reports.
- ❖ Managing Spend Analytics projects to various clients in North America, Europe & APAC region.

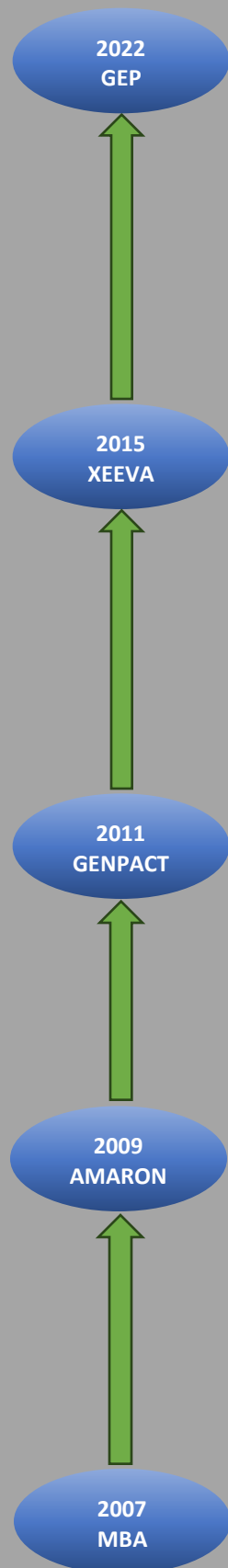
### Contract Management / Project Governance/ Compliance and KPIs:

- ❖ Enforce adherence to company policies, internal controls, and regulatory requirements.
- ❖ Lead internal and external audits related to procurement, Sourcing & Spend Analytics Process.
- ❖ Define, track, and report key performance indicators (KPIs) and metrics related to Processes

## Achievements & Certifications

- ❖ Successful Implementation and handover of **on-site Project in Australia (Sydney)**
- ❖ **Lean six sigma certified.** Implemented 4 lean projects in 2 years approved & certified by client.
- ❖ Received best performer award multiple times throughout my career in various townhall.
- ❖ **Received Gold medal** from Chairperson for achieving first rank in MBA Operations batch.
- ❖ Scrum Framework Certification
- ❖ Agile Methodology Certification
- ❖ Certification of SAP MM module – Basic

## Career Timeline



## Work Experience

### Project Manager- Data & Analytics at GEP Worldwide – Mumbai

(June 2022- Present)

- ❖ Managing Spend Analytics projects and providing end to end expertise to various clients across globe specially in North America, Europe & APAC region.
- ❖ Skilled in different phase in project life cycle like Requirement Gathering, Analysis, Design, Development, Unit & Integration Testing, UAT, User Trainings, Documentation & Go Live.
- ❖ Managing a team of 10+ people with coordination to ensure timely delivery.
- ❖ Able to Analysis PO and Non-PO data to derive meaningful insights into the spend patterns
- ❖ Able to define category strategy based on the outcome of the Spend Analysis.
- ❖ Providing trainings to end users on Spend analytics tools, reports & Dashboards.
- ❖ Timely delivery of all reports, analysis and dashboard summary to Stakeholders.
- ❖ Handling monthly/quarterly business review governance meeting with Clients.

### Senior Manager - at XEEVA INDIA Pvt Ltd - Bhopal

July 2015- June 2022 (7 Years)

- ❖ Project Management, Spend Management, Category management, Sourcing & Procurement support to North America & Europe clients.
- ❖ Continuously monitoring and evaluating project progress and making adjustments as necessary to ensure project success.
- ❖ End to end RFx management (RFI, RFP, RFQ), Spend Analysis, Contract and Price Negotiation, Bid Management, Reverse Auction using e-sourcing tool like Ariba and Coupa.
- ❖ Support in Category Management/Classification of all Indirect items. Identifying and developing potential vendors locally & globally for the right sourcing.
- ❖ Team management, report preparation & review, market research, scope preparation etc.
- ❖ Effectively managing relationships, communications and collaboration with suppliers.
- ❖ Meeting quality standards by vendor review, vendor audits and vendor score cards.

### Assistant Manager-Global Sourcing at Genpact – Hyderabad & Australia

April 2011- July 2015 (4 Years 4 months)

- ❖ Global Sourcing support to US & Europe clients for various by handling end to end procurement activities.
- ❖ Providing sourcing support of commodities like Chemicals, Plastics, Metals, Auto component, Capex, IT and services (Professional services, Facilities services)
- ❖ Successful Implementation and handover of on-site Project in Australia (Sydney)
- ❖ Handling end to end IT Procurement activities (i.e., IT HW/SW/Services)

### Purchase Executive at Amara Raja Batteries Ltd (Amaron) – Hyderabad

July 2009- Mar 2011 (~2 years)

- ❖ Working experience in Procurement to Pay process (P2P), including requisitioning, procurement, vendor management, invoice processing, and payment.
- ❖ Meeting quality standards by vendor review, vendor audits and vendor score cards.
- ❖ Effectively managing communications and collaboration with suppliers. Continuously monitor the market for better supplier opportunities and more effective Sourcing.
- ❖ Handling inbound and outbound logistics activities across globe by coordinating with warehouse, Suppliers, freight forwarders and sales team.

## Educational Background

- ❖ PGDBM (MBA) in **Operations Management** from Balaji Institute of Management and Human Resource Development (BIMHRD), Pune (July 2007 to June 2009) – **Gold Medalist (Topper)**
- ❖ Bachelor in Engineering (B.E.) in Chemical Engineering from Institute of Technology & Management (ITM), Gwalior (July 2003 to June 2006).
- ❖ 12<sup>th</sup> (Govt Polytechnic Diploma) – **85%**
- ❖ 10<sup>th</sup> SSC – **80.40 %**