

ABBAGOUNI SOWJANYA

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Career Objective: To secure a challenging position where I can effectively contribute my skills and ensure my growth through the organization's growth, possessing competent Technical Skills.

Professional Experience:

Procurement Engineer in Medha Servo Drives Pvt Ltd from Mar 2020 to Till date.

- 2 years of experience in Procurement using SAP, Project co-ordination and Techno commercial execution.
- Knowledge on SAP – ERP (MM – Module).
- Excellent in MIS related to Documentation and MS-Word, Excel, Doc.

Responsibilities:

- Material Planning & Forecasting based on production and Ensuring timely availability of material and smooth plant operations.
- Sourcing the Raw Material as per company strategy, Floating RFQ's receiving quotations from suppliers, Negotiating with suppliers on price and payment terms, Preparing Comparative statement, Creating purchase orders and expending the same to make sure that is available at right cost and at right time.
- Identifying & Qualifying new vendors, evaluating their technical Commercial Capabilities Developing New Vendors.
- Co-ordination with internal Departments like Production, QC, Store, Design, Accounts, Execution & Dispatch.
- Maintaining records of Purchase Requisitions, Indents, Purchase Orders and Materials Received.
- Day to Day Management of Activities in Transaction System i.e., Updating of Prices, Buyer Records , Contract Value, Creation & Set up of Materials in System.
- Expert in purchase and Involved in documents preparation (BOM) & Purchase.

Educational Qualifications:

- **B.Tech in ECE** (2015-2019) Completed with 69% from Vignana Barathi institute of technology,JNTUH university,Hyderabad.
- **INTERMEDIATE** (2013-2015) Completed with 92% from Narayana Junior college,Hyderabad.
- **SSC** (2013) Completed with 9.3GPA from Vidya Kiran High school,Hyderabad andTelangana.

Computer skills:

Packages: M S Office

Operating Systems: Windows XP, Windows 7,10.

Software: SAP ERP ecc6.0 EHP7 (MM Module)

Strengths:

- Adaptability.
- Quick Learner.
- Ability to Face challenges.

Personal Details:

Father's Name : A.srihari.

Mother's Name :A.Rajini

Date of Birth : 02 june 1997.

Permanent Address :4-256,

EWS Colony,Ghatkesar,Pin – 501301,

Telangana.

Present Address : Same as above.

Languages known : English, Telugu and Hindi.

Interests : Dancing & playing games.

Declaration:

I hereby declare that above furnished details are true to the best of my

knowledge. **Date:**

Place: Hyderabad. Signature