

# Prasad Pradeep Joshi

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## Objective

Resourceful and driven Procurement Manager with a proven track record of optimizing end-to-end purchase processes, fostering strategic vendor partnerships, and delivering substantial cost savings. Expertise in managing RFQ processes, processing high-volume purchase orders, and streamlining invoicing and accounting operations. Adept at collaborating with cross-functional teams and resolving complex procurement challenges to ensure seamless operations and drive business growth.

## Education

Sandip Institute of Engineering and Management, Nashik - B.E. in Electrical Engineering, CGPA: 63.60%

## Experience

### Procurement Manager | M/s. Disha Enterprises | Jul 2020 - Present

- Spearheaded end-to-end procurement activities, encompassing vendor identification, contract negotiation, and purchase order issuance, resulting in consistent on-time deliveries and strong vendor relationships.
- Streamlined the Request for Quotation (RFQ) process, enhancing efficiency and reducing procurement cycle time.
- Oversaw the processing of an average of 300 Purchase Orders (POs) monthly, ensuring accuracy, timely execution, and alignment with project and client specifications.
- Negotiated strategically with suppliers to secure optimal discounts and favorable payment terms, directly contributing to improved cash flow and cost reduction.
- Successfully resolved PO-related challenges, invoice processing bottlenecks, and payment clearance issues across multiple plant locations, ensuring uninterrupted operations.

### Project Manager | M/s. Agni Energy Pvt. Ltd | Jul 2018 - Jul 2020

- Managed the installation of solar structures and modules, ensuring quality control and compliance with project standards.
- Prepared and submitted documentation for solar project approvals, facilitating regulatory compliance and project progression.
- Developed and implemented pre-commissioning checklists for inverter systems, ensuring smooth project handover and operational readiness.

Site Engineer | M/s. Sure Energy Systems Pvt. Ltd. | 2015 - Jul 2018

### Key Skills

Strategic Sourcing | Vendor Management | Contract Negotiation | Purchase Order Processing | Cost Control | RFQ Management | Supply Chain Optimization | Stakeholder Communication | Problem Solving | Compliance Management | Accounts Payable/Receivable | ERP Systems

### Achievements

- Drove a 300% increase in business revenue from 2020 to 2025 through effective procurement strategies and client relationship cultivation.
- Implemented mechanisms to enhance customer satisfaction and streamline operational efficiency.
- Consistently exceeded sales targets while maintaining high customer satisfaction ratings.

### Languages

English (Professional) | Hindi (Professional) | Marathi (Native)