

PRIYA SANJAY DALVI

SENIOR MANAGEMENT: SUPPLY CHAIN/OPERATIONS

Confident in taking up challenging assignments with a reputed organization to utilize acquired skills in accomplishing organizational and individual growth objectives

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PROFILE SUMMARY

- Senior management professional with over 27 years of overall experience including over 16 years of exposure in the supply chain domain
- Skilled in developing and maintaining sourcing vision, processes, selecting, managing and developing strategic suppliers for Polyurethane Chemical Industry
- Track record of success in maintaining profitability by optimizing costs and conducting effective vendor relationships
- Adept at working on relational database and partly HR activities, MS Office and ERP software and business acumen
- Proficient in from quotes to procurements for 70% imports and 30% local as per ISO 9001:2000 standard
- Adroit in optimizing the procurement process, evaluating and selecting suppliers, managing risk and compliance
- Experienced in scheduling and planning, enhancing waste management and revenue including evaluating business goals and objectives
- High mentoring ability and effectively communicating with teams members at all levels to improve staff performance and morale
- Possess working knowledge of relational database and partly HR activities, MS Office and ERP software and business acumen

WORK EXPERIENCE

Expanded Polymer Systems Pvt Ltd, Mumbai
Senior Manager – Purchase, Apr 2005 – Present

Key Responsibilities:

Purchase, Supply Chain & Logistics

- Define and ensure compliance with the weekly, monthly, quarterly procurement plan aimed at optimizing the inventory levels
- Spearhead team efforts in maintaining the global supply chain performance metrics and other statutory regulations
- Forecast needs and production levels based on evaluated historical data and other related factors
- Develop effective sourcing strategies and focus on enhancing supply chain efficiency and performance
- Prepare and present material plans and issue orders to the vendors based on the consumption level of the branches
- Focus on optimizing costs by developing alternative local sources for imported raw materials
- Set up and maintain procurement budgets aimed at optimizing costs and maintaining profitability
- Follow up with the production department to align production schedules to material delivery
- Roll out various process improvement initiatives to eliminate over-stocking or out-of-stock situations

CORE STRENGTH

Strategy Planning
Supply Chain Management
Logistics & Warehousing
Materials Management
ISO Methodologies
Audit & Compliance
Office Administration
Operations Management
Team Leadership

EDUCATION

- **B.Com**, Mumbai University, 1994

PROFESSIONAL DEVELOPMENT

- **Diploma in Materials Management** from Welingkar Institute of Management (1st Class)
- 1 Year Diploma in Home Science, Mumbai University
- 6 Month Diploma in Basic Computers
- Completed the internal Auditor training on Quality Management System as per ISO 9001:2008 standard in 2011
- Participated in training workshops on Purchase Management

PERSONAL INFORMATION

- **Date of Birth:** 27th Jun 1974
- **Nationality:** Indian
- **Languages Known:** English, Hindi, Marathi and Gujarati

- Work with the finance department for processing and disbursement of payments
- Open Letter of Credits. Process vendor for the raw material, samples requirement through sea, air, and courier based on the weight and volumetric weight
- Follow up with the shipper to maintain accurate documentation after shipment and ensure compliance with the material delivery schedules
- Assess non-moving and slow moving raw material at branches and plant level and find sources of liquidation
- Generate raw material prices, receipts and consumption graphs for better analysis and quarterly review meetings of the organization

Vendor Development

- Prepare and maintain updated vendor database including classification of vendors
- Develop new components with the suppliers and focus on the localization of components
- Represent the organization in interacting with the vendors for negotiating the price, delivery schedule and terms and conditions
- Maintain materials storage, locations, FIFO as per requirements. Plan for sub-contract operations as per production schedule
- Negotiate with the transporters, clearing agents for rendering cost effective transport solutions & clearances

Operations Management

- Conduct vendor audits and follow up with the concerned stakeholders in implementing audit recommendations
- Manage logistic operations through sea and air shipments in coordination with the CHA and the inland transportation
- Involved in raising claims for shortage, damage, price difference and follow up for credit notes/payments
- Optimize resource utilization and streamline processes aimed at enhancing operational efficiency and service quality
- Assess team performance and render productivity enhancement feedback. Groom and mentor potential leaders in the team to take up future leadership roles in the organization

Others

- Function as an Internal Auditor for ISO 9001:2000. Maintain updated knowledge of ERP through RAMCO System (Prima Version). Next version Magna on Cloud, Visual TRIO XP (Enterprise Edition)

EARLIER ASSIGNMENTS IN BRIEF

- Assistant to the Directors (Technical & Marketing), Exotic Fruits Pvt Ltd, Mumbai, May 2003 – Mar 2005
- Assistant to the Vice Presidents (Technical & Marketing), Vivita Ltd, Mumbai, Jan 2001 – Apr 2003
- Assistant to the General Manager (Marketing), Expanded Incorporation, Mumbai, May 1997 – Dec 2000
- Personal Secretary to the Managing Director, J K Imports, Mumbai, May 1994 – Apr 1997