



# Shamil Nooluvelil

Buyer

## Contact

### Address

Kottayam, Kerala-686541

### Phone

+96879330298

### E-mail

shamilkunjumon@gmail.com

## Skills

Profit and loss

understanding Budget

Project Management

Strategic Management

planning

Trend Analysis

Vendor sourcing

Procurement expertise

Contract Negotiation

Operations management

Data analysis

Accomplished Purchasing Manager with history of overseeing procurement operations. Strategic planner buffering demonstrated track record and core strengths in key relationship management and inventory management coupled with persuasive contract negotiation skills.

## Work History

### Purchase Manager

02/2023 - Present

Burhan Oil & Trade Services, Muscat - Oman

- Negotiate contracts with suppliers for optimal pricing, quality, and delivery terms also with coordination of Supply chain and logistics internally.
- Conducted market research to identify new suppliers and obtain competitive quotations.
- Increased procurement efficiency by implementing effective strategies and stream lining processes.
- Specialized in Buying for all types of pumps, Valves, flanges, gasket hoses, electrical, electronics, hydraulic heavy equipment machines, oil field drillings equipment's and all types of construction materials in world wide.
- Support Civil, Mechanical and Oil and Gas Trading Sales Engineering Teams for providing right estimated cost of raw material to award the Projects.
- Very good pre order buying skills of vehicle, vehicle parts, chemicals and day to day part's, accessories including FMCG and stationary products required for a running company without any stock out for current operations.
- Advance Buying skills and good knowledge of OEM contacts with highly specialized in international shipments through sea and air
- Good knowledge of material grade, standard's, part number and quality Buying with cost effective budgets
- Very good knowledge of shipping rates and air freight rates and procedures of shipping the materials from bulk vessels and other suitable modes.

## Languages

### English

- *Bilingual or Proficient*

### Hindi

- *Bilingual or Proficient*

### Tamil

- *Bilingual or Proficient*

### Malayalam

- *Native*

## Software

- **Tally Erp9**

- Brands dealing : Parker, Dixon, Honeywell, Aeroquip, Danfoss, Manuli, Atex Certified explosion proof products, CAT, Wildein, ACC Cor, Serva, Allison Transmission, Atlas copco, Perkins, Cummins, National Paints, Berger Paints, Nippon Steel, Wellspun ITALY, STAUFF Germany etc.

### Sr Buyer

**01/2016 – 02/2022**

Astic General Trading LLC, Dubai

- Achieved cost savings by implementing strategic sourcing and supplier negotiations.
- Lead procurement team by training staff and overseeing purchasing decisions.
- Dispense purchase order's to supplier with accurate price and right part numbers and terms and conditions.
- Over saw and stream lined daily operations of purchasing department to maximize productivity and revenue.
- Documented purchasing information in software to maintain detailed and accurate records.
- Analyzed inventory usage and assessed trends to provide maximum coverage for each time period.
- Products specialized in HVAC and structural Steel, GI coils, SS, Aluminum etc.
- Analyzed current vendors and products to stay abreast of market trends and evaluate new suppliers.

### Purchase Executive

**02/2008 – 12/2015**

Core Metal LLC, Sharjah

- Developed strong relationships with key suppliers, fostering long-term partnerships and ensuring timely delivery of products opportunities for cost savings and process improvements in procurement activities.
- Established and maintained accurate records of purchases, pricing and payment terms.
- Communicated regularly with suppliers to up hold accountability for quality standards and timely delivery of goods.
- Monitored inventory levels and avoided shortages with timely replenishment of stock.
- Generated reports on purchasing activities to support management decisions.
- Adjusted procedures to maximize effectiveness.
- Reviewed purchasing department activities to evaluate opportunities for cost savings and efficiency improvements.

- Increased overall performance of the supply chain through strategic assessment and analysis of suppliers.
- Enhanced procurement efficiency by streamlining vendor selection and negotiation processes.
- Modified price levels, availability and markets for competitive company advantage.
- Reviewed bid proposals and negotiated contracts with in budgetary limitations and scope of authority.

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## Education

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2006                      **Bachelor Of Chemistry: Chemistry**  
*CMS College-Kottayam*

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## Interests

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| Reading      | Microsoft Office    |
| Travelling   | Decision Making     |
| Adaptability | Task Prioritization |

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## Documents

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- International License No – 732/2025/IND/KL05
- Passport No. - N8159969