

Carmelina Ganpat

Purchasing Specialist

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☎ (284) 949-4968

📍 1234 Evergreen Lane, Seattle, WA 98101

EDUCATION

Bachelor of Business Administration in Supply Chain Management at University of Washington, Seattle, WA

Aug 2017 - May 2021

Relevant Coursework: Supply Chain Management, Operations Management, Logistics and Transportation, Procurement and Sourcing, Inventory and Warehouse Management, Demand Planning, Lean Management, and Global Business Strategy.

LINKS

[linkedin.com/in/carmelinaganpat](https://www.linkedin.com/in/carmelinaganpat)

SKILLS

Negotiation

Forecasting

SAP proficiency

Supplier evaluation

Inventory management

Cost analysis

Contract drafting

LANGUAGES

English

Dutch

PROFILE

Detail-oriented Purchasing Specialist with 2 years of experience in procurement, supplier negotiation, and inventory management. Proficient in analyzing market trends and maintaining strong vendor relationships to ensure cost-effective and timely delivery of products. Skilled in leveraging data-driven insights to optimize purchasing strategies and streamline processes, resulting in increased efficiency and cost savings. Exceptional problem-solving abilities and a strong commitment to supporting organizational objectives.

EMPLOYMENT HISTORY

● Purchasing Specialist at Amazon, WA

Feb 2023 - Present

- Successfully negotiated contracts with over 100 suppliers, resulting in an average cost reduction of 15% and annual savings of \$2 million for Amazon.
- Streamlined the purchasing process by implementing an automated procurement system, reducing order processing time by 40% and increasing overall team efficiency by 25%.
- Led a cross-functional team to identify opportunities for consolidating purchases, ultimately reducing the number of suppliers by 20% and generating \$1.5 million in additional cost savings annually.

● Junior Purchasing Specialist at Boeing, WA

Aug 2021 - Dec 2022

- Negotiated and secured a 15% cost reduction on a critical supplier contract, resulting in annual savings of \$1.2 million for Boeing, WA.
- Streamlined the purchasing process by implementing an automated inventory management system, reducing lead times by 25% and improving overall efficiency.
- Successfully managed a portfolio of over 50 suppliers, maintaining a 98% on-time delivery rate and ensuring uninterrupted production flow at Boeing, WA.
- Conducted comprehensive market research and analysis, identifying new potential suppliers that led to a 10% increase in sourcing options and improved supply chain flexibility.

CERTIFICATES

Certified Purchasing Professional (CPP)

Feb 2022

Certified Professional in Supply Management (CPSM)

Jun 2020

MEMBERSHIPS

Institute for Supply Management (ISM)