

# **ANURAG YOGI**

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## **OBJECTIVE**

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Dedicated and results-oriented Purchase Manager with 10 years of experience in the hospitality industry. Proven track record of streamlining procurement processes, reducing costs, and ensuring high-quality supplies. Seeking an opportunity to leverage my expertise in procurement to contribute to the success of a dynamic organization.

## **SKILLS**

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Procurement & Vendor Management, Cost Reduction & Budget Management, Market Research, Contract Negotiation Inventory Management, Team Leadership and Management, Conflict Resolution Sustainable Procurement Practices, Strong Communication and Interpersonal Skills

## **EXPOSURE**

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- **Successfully spearheaded the seamless transition and integration of Raajsa Resorts into the upcoming IHCL Taj Selections projects, ensuring smooth procurement & supply.**

## **EXPERIENCE**

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**(2014 – Present)**

### ➤ **Raajsa Resort Kumbhalgarh (176 Rooms)**

**June 2023 – Present**

A renowned wedding destination with 176 rooms, two spacious lawns, a large banquet hall accommodating 500 guests, two restaurants, and a five-star standard. Formerly known as Ramada Resorts & now reforming to IHCL Taj Selection. It stands as one of the largest and most famous resorts in Kumbhalgarh.

### **Purchase Manager**

- Proficient in creating and presenting management reports to support data-driven decision-making.
- Managing and monitoring budget allocation for the procurement department.
- Participating in the development of procurement policies and procedures.
- Developing and implementing procurement strategies that optimize cost efficiency while maintaining quality standards and promoting sustainable, environmentally friendly practices.
- Negotiating and maintaining vendor contracts, ensuring favourable terms and conditions.
- Streamlining the procurement process, conducting market research to reduce purchasing costs, and identify industry trends for potential cost-saving opportunities.
- Collaborating with other departments to forecast procurement needs and inventory management.
- Leading supplier selection, evaluation, and relationship management, ensuring on-time deliveries, and negotiating favourable pricing and terms.
- Managing procurement records, ensuring accuracy and compliance.

### ➤ **Hotel Clarks Amer Jaipur**

**April 2022 – April 2023**

### **Assistant Purchase Manager (HOD)**

- Oversaw and led procurement activities for a 216-room hotel, ensuring efficient supply chain management.
- Collaborated with various departments to fulfil procurement needs.
- Assisted in the development of procurement policies and procedures.

➤ **The Leela Palace Jaipur**

**August 2021 – April 2022**

**Purchase Executive**

- Played a key role in the procurement activities of a 200-room luxury hotel.
- Coordinated with different departments to ensure the procurement of goods and materials.

➤ **The Westin Pushkar Resorts & Spa (Marriott International)** **June 2016 – Oct 2020**

**Purchase Executive**

- Part of the pre-opening team, managed procurement for a 100-room resort.
- Assisted in supplier evaluation and performance assessment.

➤ **Hilton Hotels & Resorts**

**May 2014 –May 2016**

**Receiving & Store Supervisor**

- Part of the pre-opening team, responsible for overseeing store and receiving operations for a 172-room hotel.
- Ensured the highest standard of sanitation and cleanliness in all storeroom areas.
- Managed the procurement database and maintained records.
- Coordinated with various departments to fulfil their procurement needs.
- Assisted in supplier evaluation and performance assessment.

**PROFESSIONAL QUALIFICATION**

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- AI tools with prompt engineering professional course
- Software: Win HMS, Check-Scm, IDS, Prolific
- Tally & Computer MS Office

**EDUCATION**

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- 10th from Rajasthan Board
- 12th from Rajasthan Board
- B.A. from Rajasthan University

**PERSONAL DETAILS**

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|-----------------|--------------|------------------|------------------|
| • Date of Birth | : 16/02/1991 | • Marital Status | : Married        |
| • Nationality   | : Indian     | • Languages      | : Hindi, English |

**Anurag Yogi**