

# RAHUL YADAV

**Purchasing Coordinator | Procurement & Supply Chain | SAP ERP (MM/PP) | Power Platform & Digital Transformation**

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## PROFESSIONAL SUMMARY

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I'm a Procurement and Supply Chain professional who combines hands-on operational experience with a genuine interest in how technology can make processes better. At Synlait Milk Ltd I manage direct materials procurement for a 24/7 dairy manufacturing site — keeping materials moving, SAP data accurate, and vendor relationships healthy. What sets me apart is that I don't just use the tools; I build them. I've created Power Apps and Power Automate solutions that have cut manual follow-up work significantly and given the team clearer visibility across the supply chain.

## CORE COMPETENCIES

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**Procurement & ERP:** SAP MM/PP • MRP Planning • Procure-to-Pay (P2P) • Vendor Management • Spend Analysis • DIFOT/OTIF • GRNI/GIRN Resolution • Master Data Governance

**Digital & Automation:** Power Apps • Power Automate • Power BI • Workflow Automation • Supply Chain Analytics • Advanced Excel • Microsoft Lists / SharePoint

**Operations:** FEFO/FIFO Inventory • Safety Stock Optimisation • QA & Regulatory Compliance • Cross-functional Collaboration (Finance, QA, Warehouse, Production)

## PROFESSIONAL EXPERIENCE

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### Purchasing Coordinator / Procurement

*Synlait Milk Ltd · Auckland, New Zealand · June 2025 – Present*

- Kept 100% material availability for a 24/7 production site by staying close to order status, flagging risks early, and working quickly with vendors and internal teams to avoid any supply gaps.
- Owned SAP purchasing master data — lead times, MOQs, pricing — so MRP runs cleanly and the planning team can rely on what the system tells them.
- Built Power Apps and Power Automate tools for sampling trackers, procurement follow-ups, and GRNI resolution, reducing manual processing time by around 80%.
- Worked closely with Finance and suppliers to clear invoice and GRNI discrepancies before month-end, keeping payment cycles smooth and reporting clean.
- Managed lab workflows including shelf-life extension testing and sample tracking to make sure materials met release requirements before hitting the line.

### Sampling Specialist / Lab Operations

*Synlait Milk Ltd · Pokeno, New Zealand · March 2024 – June 2025*

- Handled sampling and compliance testing for raw materials, in-process batches, and finished goods, supporting QA sign-off and on-time material release.
- Coordinated external lab submissions and chased results to keep pace with production schedules.
- Stepped into the Purchasing Coordinator role within 15 months, recognised for consistent performance and contributions to process improvement.

### Business Operations & Digital Solutions

*Self-Employed (E-Commerce & Digital Ventures) · Auckland, New Zealand · December 2018 – February 2024*

- Sourced from 10+ international vendors and negotiated contracts that brought operating procurement costs down by roughly 20%.
- Built no-code/low-code automated workflows for order fulfilment, invoicing, and supplier communication — this is where the foundation for my current Power Platform work was laid.
- Ran 200+ active SKUs across online platforms with FIFO inventory control and maintained 95%+ order fulfilment rates as a solo operator.
- Managed full P&L through Xero/MYOB — budgeting, cost analysis, cash flow, and financial reporting across multiple revenue streams.

- Consulted informally with several small business owners on setting up practical inventory and supply chain systems — helping them get visibility over stock levels, build simple replenishment processes, and track reporting without overcomplicating their operations.

### **Club Manager**

*Jetts New Zealand · Auckland, New Zealand · November 2019 – November 2020*

- Ran the day-to-day of a high-traffic fitness facility — team leadership, sales, H&S compliance, and making sure members had a good experience.
- Took ownership of consumable and essential-item inventory: tracked stock levels daily, planned replenishment cycles, and ensured the club never ran short of what it needed to operate.
- Kept stock aligned with actual operational demand — reducing over-ordering while eliminating the shortages that had caused disruption before.
- Managed staff performance, budgeting, and procurement of equipment and consumables.

### **EARLIER ROLES**

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- Indian Bar & Eatery | Owner / Operator (Procurement & Inventory Focus) | 2018–2019
- Kiwi Express Oversize | Contractor – Medical & General Logistics | 2017–2018
- ACM / Simply Security NZ | Crew Lead / Control Room Operator | 2013–2017

### **KEY ACHIEVEMENTS**

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- Zero production stoppages linked to procurement gaps at Synlait — 100% material availability maintained across a 24/7 manufacturing environment.
- Power Apps and Power Automate tools cut manual procurement follow-up time by 80% and improved GRNI financial accuracy across the team.
- Negotiated with 10+ international vendors during self-employment, achieving approximately 20% reduction in operating procurement costs.
- Scaled an e-commerce operation to 200+ SKUs with 95%+ fulfilment rates, running procurement, inventory, and financials as a sole operator.

### **EDUCATION & CERTIFICATIONS**

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**CIPS Level 4 (Procurement & Supply)** — *Planned, starting mid-2026*

**Diploma in Computer Science (Level 6)** — *AWI, Auckland*

**Certificate in Accounting & Bookkeeping (Xero/MYOB Certified)** — *The Career Academy*

### **TOOLS & TECHNOLOGIES**

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SAP ERP (MM/PP) | Power Apps | Power Automate | Power BI | Microsoft Lists | SharePoint | Advanced Excel | Xero | MYOB

### **REFERENCES**

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*Available on request.*