Mr. WAYNE RUSSELL MACEDO

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SUMMARY

15+ years of “Logistics\*SCM\*Procurement” work experience in India & MEA across 07 Industries.

Worked with (Sisco Saudi & Al Suwaidi - KSA) (Dana Group – NIGERIA) & (Weatherford, Scorpions Earth, Aster Group, Indo Pacific Software & Port Solutions, Times Group & Hotel Aurora Towers - INDIA).

Education includes Degrees attained in Arts (MA Economics), Law (LLB), Commerce (M.Com/B.Com) & Mgt (MPM -Masters in Personnel Management – Semester 1) attained from University of Pune, India.

INDUSTRY

1) Oil & Gas – Upstream & Midstream

2) Ecommerce - Organic Food

3) Food - Instant & Packaged

4) Telecom – GSM & Shelter Infrastructure 5) IT/ITES – Content Writing & Data Conversion

6) Retail – Music

7) Hospitality ­– 4\* Category Hotels

SPECIALTY

Logistics, SCM, Procurement, Stores, Costing, Purchase and Legal (Agreements & Contracts)

PROFESSIONAL EXPERIENCE

Procurement Specialist – [Weatherford](https://www.weatherford.com) (India)

Industry – Oil & Gas

Duration – May 2019 to March 2020, Mumbai, India

Overview

Managed Drilling, Well Completion & Artificial Lifting System Procurement for Weatherford India.

Procure To Pay (P2P)

MRP with Product Line Teams, OQ/PR Review, Vendor Selection, RFQ Flotation, OR/OP Process, Expedition, DC/GRN Monitoring, Invoice Verification and Vendor Payments

Procured Goods & Services include Consumables, PPE, Tools, Equipment, Rentals and Base Supplies

Vendor Management

New Vendor Sourcing, Inspection of New Vendor Facility, New Vendor JDE/System Registration, Vendor Performance, Outstanding Vendor Payment Escalation and Resolution

Agreements/Contracts Management

Managed existing SLA’s with existing Vendors, Addendums and New Vendor Contract Drafting

Achievements

Successful Vendor Negotiation and Award for Tool & Equipment supplies to Cairn Energy (Well Completion) & Reliance/ONGC (Drilling/Lifting Systems) projects in Rajasthan, Andhra Pradesh & Gujarat.

Procurement Specialist - ([Sisco Saudi](http://www.siscosaudi.com/)) (Saudi Arabia)

Industry - Oil & Gas

Duration – Jan 2017 to October 2017 (10 months) Jubail, Saudi Arabia

Overview

Managed Procurement operations for SAUDI ARAMCO awarded EPC projects.

Procurement

Float RFQ’s, Obtain Best Quotes, Vendor Negotiation, PO Creation and Award of Contracts to Vendors

RFQ’s included Civil/Mechanical Work, Material (Piping/Fixture), Equipment, Consumable & Office Supplies

Major Vendors – Red Sea, Jalib Advanced, NESMA, Hempel, Sigas, MEFC, Gerab, Al Zamil & Al Hoty

Vendor Management (SAUDI ARAMCO Approved Vendors)

QC/OTD’s of Goods, Equipment & Services to Project Site, Site Stores/Staff, Client/StaffCamp Facilties

Timely expedition of outstanding and critical Supplier Payments and Adjustment of Advances

Achievements

Successful vendor negotiation & award for Civil/Mechanical Work, Catering Services and Material (Pipe & Fittings) for Aramco Jafurah & Aramco Harmaliyah Projects (Worth Approx. 160 Million Saudi Riyals)

Supply Chain Manager – [Scorpions Earth Pvt Ltd](http://www.scorpionsearth.com/) (India)

Industry - Ecommerce (Organic Food)

Duration – May 2015 to December 2016 (1 year 7 months) Pune, India

Overview

Managed SCM operations for Organic/Pesticide free Foodgrains, Spices, Dry Fruits, Vegetables & Fruits.

Supply Chain

Planning – Procurement & Purchase of Farm Products, Product Pricing and STR’s (Stock Turnover Ratio’s)

Sourcing – Farmers/Distributors, Delivery Lead Times, CPB’s, VMI and Purchase Agreements

Processing – Foodgrains, Spices, Dry Fruits, Vegetables & Fruits (Picking, Sorting, Grading & Packaging)

Distribution – Selection of Transport (LCV’s/Biker’s) and OTD’s with respect to planned LMD management Returns – Customer Escalations & Claims, Transit Damage, Replacements, Company Policies & Disposal

Legal/ITES

LOI’s for Land Acquisiton, Lease Agreements, FSSAI Licensing & Creation of Content for Company Website

Achievements

Set up Warehousing and Co-aided in implementing ERP (SCM Module) Application

Full Time Law Student/Freelane Content Writer – [NLA](http://www.nlapune.org/), [University of Pune](http://www.unipune.ac.in) (India)

Industry - IT/ITES (Content Writing)

Duration – June 2011 – Feb 2015 (3 Years 9 months) Pune, India

Studied Law & also did Content Writing for IT Firms (Concept Works, G2M & Absas) during the said period.

Logistics Manager – [Dana Group](http://www.danagroup.com/) (Nigeria)

Industry – Food (Instant & Packaged)

Duration – March 2008 to October 2010 (2 Years 7 Months) Lagos, Nigeria

Overview

Managed Logistics and Procurement operations for the Noodle Mfg & Milk Power Pkg plant.

Logistics

Warehousing – Managed (Closed) space of approx 60,000 sq.ft, cGMP Practices, SOP’s, Costs & Issues

Transport – Monthly DRP of FG’s worth 1500 Tonnes/300+ Trucks across 50+ Distributor/Retail outlets

Customer Service – Order Processing, OTD’s, Invoicing & Accounts Receivable

Inventory – FG’s, Machinery, Raw Food & Pkg Material, Tools, Spares, Consumables,Office Supplies & Fuel

Returns – Addressed Customer Escalations & Claims, Company Policy, Replacements, Recycling & Disposal

Procurement

Products – Raw Food & Pkg Material, Tools, Spares, Consumables, Office Supplies & Fuel (LPFO/AGO)

Major Vendors – Dangote, CAT, Ingersoll Rand, Forbes, Cummins, Fuji, Philips & Wahum

Achievements

Setup & standardised Warehousing & Stores (Engineering, Raw Material & Packaging Material)

Stores Supervisor – [Al Suwaidi](http://www.suwaidi.com/) (Saudi Arabia)

Industry - Oil & Gas (Upstream & Midstream)

Duration – June 2006 to December 2007 (1 Year 6 Months) Yanbu, Saudi Arabia

Overview

Supervised 2 Central Stores & 6 Project Site Stores for SAUDI ARAMCO/SABIC awarded EPC projects.

Stores

Receipts/QC – Supervised incoming goods procured from Saudi Aramco/Sabic approved vendors

Invoicing – Timely processing & disbursement of Vendor Payments Issues – Issuance of materials to Project Sites, Site Stores, Site Staff, Client & Staff Camp Facilties

Inventory – Construction Tools, General Equipment, Instruments, Consumables, Fixtures & Office Supplies

Workshop Mgt – Supervised Replacement, Repair, Inspection and Recalibration of Equipment & Tools

Achievements

Successful set up of new Central Stores facilities in Western Saudi Arabia (Rabigh)

Logistics Team Member – [Aster Enterprises](http://www.asterinfratek.com/) (India)

Industry - Telecom (GSM Tower & Shelter Infrastructure)

Duration – October 2005 to June 2006 (9 Months) Pune, India

Overview

Managed Logistics activity with regard to supply, movement & installation of Towers (GBT/RTT), Shelters & Shelter Material across 300+ Cell sites in Western India (Maharashtra & Gujarat) for Vodaphone Essar.

Logistics

Warehousing – Managed 3PL (Closed) space of 40,000 sq.ft, Receipts, Issues, SOP’s, Costs & Kitting

Transport – Managed DAP, Octroi, Vehicle Routing (HCV), Volume Analysis & Variable Costs

Inventory – Towers, Shelters, Nokia BTS, AC, Battery, Rectifiers, Cables, Anetnna, FA/FE & Stabiliser’s

Security - Monitored Security Personnel at 300+ Cell sites via external Security Agencies

Major Vendors – Lloyd’s, Cummins, Blue Star, Voltas, HBL, Delta, Alacrity & G4 Securitas

Logistics & BDM Co-ordinator – [Indo Pacific Software & Port Solutions](http://www.indopacific.in) (India)

Industry - IT/ITES (Data Conversion)

Duration – August 2002 to October 2005 (3 Years 2 Months) Pune, India

Overview

Sourced Data Conversion Projects from clients in the UK/US/Canada & alloted them to customers in India.

Logistics

Operations – Managed entire delivery chain including successful execution of Data Coversion projects

Customer Service – Order Processing, Contractual Agreements, Accuracy Levels & Customer Payments

BDM

Business – Created/closed business opportunities, achieved sales targets across Revenue & Gross Margins

Branding – Established company brand across India through integrated marketing (Print Media & Calling)

Warehouse Supervisor - [Times Group (BCCL)](http://http:/www.timesgroup.com/) (India)

Industry - Retail (Music)

Duration – February 2002 to August 2002 (6 Months) Pune, India

Overview

Supervised Warehousing & Purchasing operations for a reputed Retail Music store in Pune called Planet M.

Warehousing

Warehousing – Managed (Closed) space of 15,000 sq.ft, Operations, SOP’s, DCS Activity & Bar Coding

Receipts/Issuses – Managed Receipts & Issues of goods to Pune & Bangalore Planet M retail outlets

Invoicing – Timely processing and disbursement of vendor payments

Inventory – SKU’s included Audio & Visual (Cassettes, CD’s, VCD’s, DVD’s, CD ROM’s & Merchandise)

Purchasing

Products – Purchased Audio & Visual (Cassettes, CD’s, VCD’s, DVD’s, CD ROM’s & Planet M Merchandise)

Major Vendors – Sony, HMV, T-Series, Times Music, Universal, Polydor & Greffen Music

Achievements

Setup independent Warehousing & Purchasing operations

Asst Food & Bev Cost Controller – [Hotel Aurora Towers](http://www.hotelauroratowers.com/) (India)

Industry - Hospitality (4\* Category Hotels)

Duration – November 1992 to April 1996 (3 Years 6 Months) Pune, India

Overview

Controlled Cost, Stores, Purchasing, Consumption & Billing of all F & B activity in 17+ Hot & Cold kitchens, Multi Cuisine Restaurants, Bar, Confectionary Outlet, Banquets, Conferences & 100+ Rooms.

Cost Control

Food Cost – Maintained an average profitable Food Cost of approx 30% on a monthly basis

Menu Pricing & Food Portion – Liasoned with Executive Chef and F & B Manager at regular intervals

Financial – Regular Sales Analysis & Feasability Studies of Restaurants and Spot Audits at POS Terminals Inventory – Managed Perishables/Non Perishables, Spirits, Wines, Beverages, Laundry, Crockery & Cutlery

Stores & Purchase – Monitored Buying, Pricing, QC, Receipts & Issues to Kitchens, Restaurants, Bar & RS

Achievements

Helped reduce F&B Cost by 5% through ABC Analysis, Control over Kitchen Production & Recipe Costing

EDUCATION

Masters in Arts (MA Economics) – Major: Maths & Statistics, July 2016 to May 2018, [Pune University](http://www.unipune.ac.in)

Bachelors in Legislative Law (LLB) ­– Major: Contracts Law, June 2011 to May 2014, [NLA](http://www.nlapune.org/), [Pune University](http://www.unipune.ac.in)

Masters in Personnel Management (MPM) (Part -1) - July 2003 to Oct 2003, [PIMSE](http://www.akipimse.com) [Pune University](http://www.unipune.ac.in)

Masters in Commerce (M.Com) – Major: Cost & Accountancy, Aug 2001 to May 2003, [Pune University](http://www.unipune.ac.in)

Bachelors in Commerce (B.Com) – Major: Cost & Accountancy, July 1997 to April 2000, [Pune University](http://www.unipune.ac.in) Diploma In Shipping Management – July 1997 to Dec 1997, National Institute of Shipping Mgt, Mumbai

HSC (12th Std) (Commerce) – July 1994 to April 1996, [Ness Wadia College of Commerce, Pune](http://www.nesswadiacollege.edu.in/)

ICSE (10th Std) – March 1991, [St. Mary’s High School, Mount Abu, Rajasthan](http://www.dgrc.ca/sms/)

**PROFESSIONAL TRAINING**

Warehouse Management Systems – Al Suwaidi Group, KSA, 2007

**IT SKILLS**

[Windows 10, MS Office Suite](http://www.microsoft.com) & ERP (Oracle/JD Edwards 9.1, Sage 300 & [Retail Pro](http://www.retailpro.com/))

**PERSONAL PARTICULARS**

D.O.B: 21-11-1974

Current Location: Pune, India Marital Status: Unmarried/Single Nationality: Indian Religion: Christian (Roman Catholic) Passport Details: P-6957550 (Validity: 22-11-2026) Current CTC: Gross Pay – Rs.70,000 p.m. & Net Pay – Rs. 65,600 p.m.

Expected CTC: Negotiable from Rs. 10 – 12 Lakhs p.a.

DOJ/Availability: Immediate