

# Mani Prakash Gade

**PURCHASING SPECIALIST – Vendor Negotiation, Inventory Forecasting, ERP Procurement Systems**

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## SKILLS

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- **Procurement & Sourcing:** Negotiation, Strategic Sourcing, Vendor Management, Contract Management.
- **Analytics & Forecasting:** Market Data Analysis and Forecasting, Cost-Benefit Analysis, Demand Planning.
- **Operations & Inventory:** Inventory Control, ERP Systems, Order Fulfillment, Supply Chain Coordination.
- **Tools & Technologies:** SQL, Power BI, Tableau, Azure Fundamentals, SAP Ariba, and Advanced Excel

## WORK EXPERIENCE

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### Inventory Coordinator

**March 2024 – Present**

*Hoya Vision Care*

*Vancouver*

- Finalized 12+ contracts yearly, reducing total spend by 15% through vendor benchmarking, volume pricing, performance-based control, while collaborating with finance, compliance teams to track savings, supplier KPIs.
- Enhanced stock turnover ratio to 5.2 by modifying reorder points and reducing overstock by 20% across monthly SKU assessments, collaborating with warehousing and demand teams to align forecasts, and avoid write-offs.
- Created monthly sourcing plans for 30+ items, boosting vendor reliability by 22% and cutting delivery times by 18%, working with cross-functional procurement teams to streamline onboarding, monitor supplier lead time.
- Automated ERP procurement system, cut manual work by 25%, order time by 16%, improved accuracy.

### Warehouse – Operations

**March 2023 – January 2024**

*Amazon*

*Vancouver*

- Managed 2000+ weekly items using barcode scanning and WMS tools to track inventory, reduce shortages by 17%, collaborating with supervisors to maintain rotation, shelf accuracy, utilization across warehouse sections.
- Simplified inbound logistics routes, improving order turnaround by 23% while keeping packaging defects below 1.2%, coordinating with delivery teams, schedulers, and loaders to enhance shipment sequencing and operations.
- Coordinated with 10+ suppliers monthly to improve delivery accuracy and uphold inventory benchmarks above 98%, performing cycle checks, reconciling reports, and aligning instructions with labeling and receiving workflows.
- Analyzed demand, adjusted triggers, boosted output by 20%, cut backorders, and optimized staging zones.

### Operations – Team Lead

**June 2020 – June 2022**

*Guardian Life Insurance Company of America*

*Chennai, India*

- Supervised resource allocation for 8 associates across two shifts, tracked SLA adherence, assigned all intake tasks, validated queue status, and ensured 96% task completion rate through daily reports and shift handovers.
- Reduced contract cycle time by 18% by coordinating with vendor teams, revising intake formats, auditing compliance documents, implementing faster routing flows between brokers, operations, policy setup specialists.
- Predicted quarterly operational needs using five-year trend analysis, established intake forecasting sheets, balanced workload queues, optimized staffing to improve accuracy, reduce overflows, enhance resource use by 30%.
- Directed 4+ unit projects by resolving discrepancies, improving accuracy, and boosting compliance by 22%.

## PROJECT EXPERIENCE

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### BUSI 650 – Business Analytics

*Academic Project*

- Created detailed sales forecasts using Python, SQL, and visualized KPIs with Tableau dashboards, achieving 88% accuracy and identifying 24% additional revenue potential in three underperforming business segments.

### OPMT 621 – Operations Management

*Bombardier Inc.*

- Aligned output trends with forecast demand, identifying a 15% capacity gap across two units and improving component delivery by 21% through strategic supply chain restructuring, revised vendor terms, and coordination.

### MGMT 601 – Leadership in the Global Context

*Capstone Simulation*

- Reduced headcount gaps by 28% through succession frameworks built across five key IT departments, and strengthened leadership readiness by 19% using strategic benchmarking from three global retention case studies.

## EDUCATION

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### Master's Degree in Business Administration (MBA)

September 2022 – December 2023

*University Canada West, Vancouver*

### Bachelor's Degree in Business Administration

May 2017 – June 2020

*SRM University, India*

## ACHIEVEMENTS

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- **Best Performer Award – 2021** at Guardian Life Insurance for consistent quality and SLA compliance.
- **Top Fulfillment Performance** recognized by Amazon for maintaining peak productivity & inventory accuracy.
- **Peer Leader – University Canada West** for assisting students with assignments & conceptual clarity.