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Ahmedabad, India 382330

## Skills

- AutoCAD
- SolidWorks
- MS Excel
- Electrical Skills
- Quick Learner

## Education And Training

**Bachelor Of Engineering (B.E.):  
Samarth College Of Engineering**

GPA: 7.63

**Diploma In Mechanical  
Engineering:**

**Asian Institute College**

GPA: 6.4

**12th Standard:**

**Gujarat Secondary & Higher  
Secondary Education Board**

GPA: 60%

**10th Standard:**

**Gujarat Secondary & Higher  
Secondary Education Board**

GPA: 62%

**B.A. Graduation:**

**HNGU**

GPA: 6.42

## Certifications

3-month Training: AutoCAD and  
SolidWorks, Khodiyar CAD Centre  
Pvt. Ltd.

# Anil Gadhavi

## Summary

Aiming to associate with an organization that provides me the scope to apply my skills and contribute to the growth of both the organization and my personal development.

## Experience

### **Emri Green Health Services - Purchase Officer - Procurement**

Ahmedabad, IN

03/2025 - Current

- Monitored delivery schedules to ensure timely receipt of goods or services.
- Negotiated prices, terms of sales and service agreements with suppliers.
- Identified new sources for supplies and materials through researching industry contacts.
- Resolved discrepancies between purchase orders, invoices and received materials and services.
- Managed inventory levels by keeping track of item usage rates.
- Created reports based on procurement activities for management review.
- Prepared purchase orders, invoices and other documents related to procurement activities.

### **Cypress Industries Pvt Ltd - Purchase Engineer**

07/2023 - 03/2025

- Vendor development
- Vendor negotiation
- Stock handling
- Material handling
- Purchase order release
- Erp handling

### **Hitachi Pvt. Ltd. - Intern (Operator)**

Kadi

### **Bharat Petroleum Corporation Ltd. - Mechanical Engineer**

Sidhpur

### **Khodiyar CAD Centre Pvt. Ltd. - Intern**

Ahmedabad

- Worked on 2D AutoCAD and SolidWorks

## Languages

- Hindi
- English
- Gujarati
- Hindi
- English