Anastasiia Davydenko

Procurement & Supply Chain

Canada · LinkedIn · anadavydenko.com

Experience

Procurement Specialist

Roshel Smart Armored Vehicles · Contract Full-time

Jun 2022 - Present · Mississauga, Ontario, Canada

- Evaluated current procurement processes and identified areas for improvement.
- Implemented best practices in purchasing and inventory management, enhancing efficiency and reducing costs.
- Continuously monitored and improved procurement procedures to align with organizational goals.
- Identified and evaluated potential suppliers, ensuring alignment with company standards and requirements.
- Successfully negotiated contracts and purchase agreements, achieving cost savings and favorable terms.
- Prepared and issued purchase orders, ensuring accuracy and compliance with company policies.
- Monitored and ensured the timely delivery of goods and materials, managing logistics and lead times.
- Resolved discrepancies and issues with suppliers promptly, maintaining smooth operations.
- Managed 80% of all purchases for the entire plant, ensuring seamless supply chain operations.
- Sourced new vendors, reducing purchasing prices by 20–40% in the North American market.
- Inspected and evaluated the quality of purchased items, ensuring they met technical specifications and company standards.
- Implemented quality control processes to maintain high standards and compliance with regulations.
- Collaborated with other departments to forecast inventory needs and plan procurement activities.
- Monitored stock levels and managed inventory records, ensuring optimal stock levels.
- Planned for seasonal variations and market trends, adjusting procurement strategies accordingly.
- Collected and analyzed procurement data to support strategic decision-making.
- Prepared detailed reports for management, highlighting key metrics and trends.
- Identified and addressed discrepancies in inventory records, ensuring data accuracy.

- Established and maintained strong, long-term supplier relationships to ensure reliable supply chains.

Senior Procurement Lead

Alliance Rebus Logistics LLC · Full-time

Mar 2020 - Jun 2022 · Kyiv

- Designed and delivered end-to-end international procurement solutions for 50 clients in industries including biomedical research, heavy equipment, and industrial and consumer goods.
- Oversaw a team of two junior specialists in quality control and administrative verification processes to ensure timely order fulfilment.
- Optimized company internal processes supporting direct and indirect procurement for clients that increased company productivity by 20%.
- Sped up customer request processes by 15% through optimization of work flows and development of new Standard operation procedures.
- Worked closely with a variety of stakeholders in high-pressure environment, including C-suite leadership, customs authorities, and logistics coordinators.
- Developed new forms and reports using best practices.
- Directed the logistic coordinator to ensure the department operates in a smooth, efficient manner. Redirected the order details about the delivery and controlled its fulfillment
- Determined and coordinated all aspects of the purchasing process with suppliers.
- Coordinated procurement with clients to ensure efficient delivery and receiving.
- Performed detailed research of clients’ requirements to identify methods to meet their needs. Found and analysed various goods selections and venues to meet the requirements; and recommended best solutions to ensure excellent service.
- Contracted the goods and managed, coordinated, ensured timely delivery of goods to the country of destination (import/export)
- Developed documentation to meet USA, China, European Union, Turkey and Ukraine customs requirements
- Revised and created shipping documents such as Commercial Invoice, Packing List and Waybills.

Senior Supply Chain Specialist

Agrarian System Technologies · Full-time

Jan 2017 - Jun 2022 · Kiev Region, Ukraine

- Prepared allowance calculation and scheduling for logistics and maintenance (Plant protection agents, seeds, fertilizers for the 130 000 acres of five different crops and other inventory)
- Calculated and prepared budget of the Department for more than 25 million USD and monitored budget performance
- Led and managed team of three by ensuring purchasing and delivery issues are dealt in timely manner
- Controlled the due payments and deliveries

- Searched for the inventory and suppliers (USA, Canada, China, European Union, Ukraine)
- Coordinated bid/tender process
- Contracted the goods, managed, coordinated, ensured timely delivery
- Negotiated with suppliers
- Cooperated with customs brokers, logistics companies and customs authorities of Ukraine
- Used multimodal means of transport, e.g. Ocean, Air and Road Freight
- Controlled business processes of the Supply and Maintenance Department with other departments
- Translated and interpreted

Education

Taras Shevchenko National University of Kyiv

Master’s degree, Philology · 2003–2008

Certifications

Verified International Academic Qualifications

World Education Services · August 2020

Expertise

Vendor Managed Inventory · Purchase Orders · Supplier Development · Automotive · Odoo · Management · Negotiation · Contract Management · Tender Management · Budgeting · Fertilizers · PPL · Grain · Analytical Skills · Agriculture · Agribusiness · Translation · Purchasing Negotiation · Purchasing Processes · Supply Chain Management · Budget Monitoring · Seed Production · Seed