

# Ajayi Raphael Akinola B.Sc

Global Procurement & Tactical Sourcing | Supply Chain Management | International Logistics

## ○ DETAILS ○

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## ○ KEY I.T SKILLS ○

Enterprise Applications  
Navision | Orion

## Microsoft Suite Proficiency

Excel | Word  
Power Point  
Outlook | Access

## Virtual Tools

Zoom | Ms Teams  
Skype | Google Meet

## ○ HOBBIES ○

Networking  
Football  
Reading



## PROFILE:

A Supply Chain Professional with Broad Spectrum Career experience in Procurement and Tactical Sourcing, International Logistics and Operational Support Spanning the Manufacturing and FMCG industry with a track record of linking Procurement Objectives to the Overall Business Strategy.

Skilled in Procurement, Inbound and Outbound Logistics, Warehouse Management, Import Management, Material Management, Inventory Management, Vendor Management, Stakeholders Management, Statutory and Regulatory Liaison, International Business Ethics, International Trade and Logistics, Contract Management and Sourcing Strategy

Keen on improving the company's P&L via Identification, Selection, Evaluation and Engaging with Vendors to achieve best value for money while ensuring the procurement of the best quality products at the best price.

## Other Competencies:

### Soft and People Skills

Active Listening, Team Management, Relationship Management, Collaboration, Adaptability, Due Diligence, Performance Management, Resilience, Collaboration.

### Administrative Skills

Tactical Negotiation, Resource Control, Administration, Business Operations, Record Management, Personnel Scheduling, Personnel Management



## EMPLOYMENT HISTORY:

### Senior Buyer at:

**Hello Products Limited, Lagos Nigeria (<https://www.helloproductsafrica.com/>)**

*Dec. 2020 Till Date*

### Span of Control

- Manage 3 Personnel
- Provide Procurement Services to 4 Plants and 36 Brands
- Manage an Annual Spend of \$550,000

### Key Achievements

- ♦ Manage, develop, and oversee the Supply Chain function within the Nigerian regions whilst maintaining strong cross-functional relationships, ensuring and maintaining a customer-driven ethos and continuously improving total cost of acquisition performance.
- ♦ Formulating risk management strategies and participating with stakeholders to review and mitigate risks within the business.
- ♦ Drive continuous improvement in all areas of supply chain activity and participate in improvement initiatives throughout the organization.
- ♦ Drive and ensure compliance with all regional and global policies, procedures, and quality accreditations.
- ♦ Perform bid analysis and make recommendations in collaboration with relevant stakeholders.
- ♦ Leverage global supply chain resources and knowledge to deliver best-in-class solutions.
- ♦ Manage logistics and inventory in line with requirements to minimize cost, increase efficiency and reduce obsolescence.
- ♦ Manage Warehouse functions as necessary to optimize service to internal customers and ensure compliance with health and safety rules.
- ♦ Ensure compliance with all regulatory requirements including import tariffs and documentation, trade compliance, customs, and revenue.
- ♦ Manage and undertake expediting activities across all third-party and inter-company supply chains.

- ♦ Management of the Facilities function including all third-party contracts to provide adequate protection.
- ♦ Management of other functional areas as required by the business which may include Quality, HSE etc

**Import Supervisor at:**

**Frigoglass Nigeria Limited, Lagos Nigeria (<https://www.frigoglass.com/>)**

*Jul. 2017 - Nov. 2020*

**Key Achievements**

- ♦ Achieved 99.5% average delivery rate on all consignment with no loss of materials or assets
- ♦ Saved over 50 million Naira within 14 months by ensuring seamless clearing and forwarding via strategic parley with Nigerian custom.
- ♦ Reduced departmental OPEX by an average of 39% via strategic negotiations and reduced turnaround time
- ♦ Reduced demurrage by 50% which increased company's profitability
- ♦ Reduced delivery timeline from 5days to 3days
- ♦ Co-ordinated new product introduction and phase-out of materials to ensure minimum of stock write-off for NPI's of millions of naira artwork changes.
- ♦ Ensured compliance with all external and international laws about shipping, logistics, clearing as well as HSE, NCE, NAFDAC, SON, Form M/LCs, PAAR and CET interpretation.
- ♦ Managed the process of securing import permit as required by statutory laws
- ♦ Ensured PAAR is processed before shipment arrival.
- ♦ Processed Custom duty immediately after assessment is issued.
- ♦ Processed agent invoices upon submission of ECD.
- ♦ Ensured prompt and accurate computation of landing cost.
- ♦ Processed regulatory approvals for import (SON PERMIT) for FORM M processing.
- ♦ Keenly monitored consignment dispatch, clearing and delivery.

**Procurement Supervisor at:**

**Frigoglass Nigeria Limited, Lagos Nigeria (<https://www.frigoglass.com/>)**

*Jun. 2015 - Jul. 2017*

**Key Achievements**

- ♦ Increased profitability margin from 40% to 75% via strategic negotiations and consolidated purchases.
- ♦ Instituted Strategic Sourcing which led to reduction in lead time by 48% and increased profitability by 58%
- ♦ Managed an annual spend of \$250,000
- ♦ Ensured all purchasing activities were conducted in accordance with documented procedures and with highest level of transparency and integrity.
- ♦ Ensured all locally purchased material were authenticated before purchase
- ♦ Maintained record of the list of approved suppliers
- ♦ Called for quotations from suppliers also negotiated terms of supply
- ♦ Managed the annual evaluation process of supplies
- ♦ Ensured compliance with FSMS related activities in the department
- ♦ Derived proactive engagement and transparency within cross functional teams, evaluated trade-offs between service and costs to serve also established competitive cost profile and optimized E2E value chain.

**Stock/Procurement Supervisor at:**

**Nigeria Wire & Cable Plc, Ibadan, Nigeria (<https://www.nwcplc.com/>)**

*Apr. 2010 - Mar. 2012*

**Job Responsibilities**

- ♦ Approved the receipt of Raw Materials, Stationery items and Spare Parts from suppliers via goods receipt note (GRN) also ensured proper storage in stores.
- ♦ Approved and ensured the issuance of all materials to user department via Stores Requisition & Issue Note (SRIN) duly filled by the user department.
- ♦ Manage and monitor real time transactions as they relate to the ERP system.
- ♦ Manage the entire RFP process from assembly of data through the monitoring of vendor performance.
- ♦ Manage suppliers (KPI's) to deliver target cost, service and quality levels in each operating center.

- ♦ Approved & ensured the final receipt of Finished Goods via Good Transfer Note (GTN) from Production Department to Finished Goods Store.
- ♦ Called for quotations from suppliers also negotiated terms of supply
- ♦ Ensured all purchasing activities were conducted in accordance with company's procedures and with highest level of transparency and integrity.
- ♦ Maintained record of the list of approved suppliers
- ♦ Managed the annual evaluation process of supplies
- ♦ Authorized & ensured the delivery of Finished Goods and scraps to customers after receipt of authentic invoices from Sales Department.
- ♦ Conducted monthly and yearly stock taking
- ♦ Responsible for Issuance of raw materials for daily use and delivery of finished goods to customers as specified in the invoices from sales department.

**Stock/Procurement Officer at:**

**Nigeria Wire & Cable Plc, Ibadan, Nigeria (<https://www.nwcplc.com/>)**

*Mar. 2008 - Mar. 2010*

**Job Responsibilities**

- ♦ Review procurement documents and prepare orders.
- ♦ Negotiate contracts with suppliers.
- ♦ Develop and monitor cost-reduction strategies.
- ♦ Develop and monitor inventory control procedures.
- ♦ Approved the receipt of Raw Materials, Stationery items and Spare Parts from suppliers via goods receipt note (GRN) also ensured proper storage in stores.
- ♦ Approved and ensured the issuance of all materials to user department via Stores Requisition & Issue Note (SRIN) duly filled by the user department.
- ♦ Approved & ensured the final receipt of Finished Goods via Good Transfer Note (GTN) from Production Department to Finished Goods Store.
- ♦ Authorized & ensured the delivery of Finished Goods and scraps to customers after receipt of authentic invoices from Sales Department.
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- ♦ Responsible for Issuance of raw materials for daily use and delivery of finished goods to customers as specified in the invoices from sales department.

**Commerce & Economics Teacher (NYSC) at:**

**Ugbobi Community Secondary School, Rivers State, Nigeria**

*Sept. 2006 - Sept. 2007*



**EDUCATION:**

**Member**

**Chartered Institute of Procurement & Supply (CIPS) UK**

*2021*

**B.Sc. Banking & Finance**

**University of Benin, Edo State, Nigeria**

*2005*



**REFEREE:**

**On Request**