

# Jayakar Pandian

**E-mail:**

[Jayakar69@gmail.com](mailto:Jayakar69@gmail.com)

**Contact No:**

9840 823923

**Date of Birth :**

21.07.1986

**Father's Name:**

K. Pandian

## Career Objective

To be a part of a reputed organization that would give me opportunities to enhance my personality and skills and bring out the best in me; so as to use my potential to the full extent and develop new skills and learn new concepts for the growth of the organization as well as my career.

## Experience (2008 – Till Date)

**DXC Technology India, Chennai – July 2011 to Till date.**

(Formerly Hewlett Packard Enterprise Private Limited)

**Cluster : Supply Chain Management (SCM)**

Lead – Business Intelligence & Decision Support - Analyst.

**Business Intelligence & Decision Support:** BIDS is a project which was identified and started in the year 2011 with American express as the pilot account. This project identified the revenue leakage and developed foreseeable methods to arrest such leakage. American Express account saved \$4.2M using this project. Later DXC team implemented same methodology for all DXC accounts, upon a successful completion of 4 other important customers, Vale, Kraft, Pfizer, BOQ, ATO, CBA, and Symantec where taken into BIDS methodology and **saved \$54M** for DXC technology services division. Many other accounts are in progress.

**Key Actions:**

- To create / Maintain a database of services rendered by DXC to clients
- Update Account Business management team to renew expiring contracts
- Provide accurate contract related data's to Management
- Provide various analyses and ensure cost reduction on renewing contracts / services.
- Working with cross functional teams for renewal of services
- Avoiding penalties to vendors for later renewal of services
- Ensuring any excess \$ left with the vendor is returned to DXC in case of contracts being cancelled.
- Ensuring all service PO are being renewed on time, following up with agents for New PO creation

**Achievements:**

- Saved **\$4.2M** for HP on American Express Account.
- Certificate of Recognition as the "Best Subject Matter Expert Outstanding Efforts "for the year'2012.
- Saved **\$5.5M** for DXC on SouthPac region Accounts.

**First Advantage Private Limited, Chennai – Mar 2010 to June 2011.**

Senior Associate – Report Writing and Checking

**Civil Status :**

Married

**Nationality:**

Indian

- To Compile Interim, Final and Supplementary screening reports and send it out to the client
- To Maintain a Database with the files and update the tracker Client interaction and Report Generation with monthly updating
- Maintaining the minutes of the meetings and updates.
- Providing a Maximum of output with the eye on the Quality.
- Internally Auditing and helping the Team to Improve the quality of Work
- Contributed few ideas and suggestions as to how to improve screening procedures

**First Source Solution, Chennai – Aug 2008 to Feb 2010.**

Customer Support Senior Executive – Voice Process (Retention & EM)

**Languages Known :**

Tamil & English

**Address :**

# 3E, Kamarajar St,

Chennai – 600 041.

- A detailed understanding of the customer's requirements.
- Solve the customer issues.
- Raise a service required to solve the queries
- Make the customer to make the payment
- To increase the credit limit for the customer
- Tracking the FAM (Fraud Management Analysis)
- Monitoring Customer Credit limit

### **Academic Profile**

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- **M.B.A** (Mater of Business Administration), from Madras University, Chennai- 600 004.
- **B.C.A** (Bachelor of Computer Application), from Hindustan college of Arts & Science, Chennai – 603103.
- **D.C.A** (Diploma in Computer Application), from IID Computer center YMCA Thoripakkam, Chennai-600096.
- **HSC** from Kumarrajah Muthia Higher Secondary School at Adyar Chennai-600020.
- **S.S.L.C** from Kumarrajah Muthia Higher Secondary School at Adyar Chennai-600020.

### **Technical Proficiency**

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- Ariba platform
- SAP – Compass
- Procurement knowledge in Catalog & Non-Catalog

### **Skills**

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- Excellent ability to adapt to difficult situations
- Capable problem solver
- Moderate in Photoshop editor
- Moderate in Excel & PowerPoint Presentation
- Time and project management
- Leadership skills

### **Strength**

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- Reliable, Punctual, Self-motivated, Hard Working, and Honest.
- Working for results with dedication & determination.
- Ability to complete assignments within the set targets.
- Strong belief in Team Work.

**Place: Chennai**  
**Date:**

**JAYAKAR P**