

# Giri Prasad Kandel

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## PROFESSIONAL SUMMARY

I have keen attention to detail and excel at maintaining organisation within a team environment. My strong organisational skills enable me to juggle multiple tasks effectively while maintaining a positive outlook. My enthusiasm drives me to take on additional responsibilities to pursue our collective goals willingly. Furthermore, I am committed to securing a full-time role that presents professional complexities and utilises my interpersonal, time management, and critical thinking skills. My journey has also made me a resourceful researcher, able to formulate insightful questions, formulate experiments, and produce significant results. My familiarity with innovative technologies and resource utilisation further enhances my skills.

**Professional Skills:** Critical Thinking – Accurate Recordkeeping – Effective Communication – Vendor Relationship Management – Process Improvement – Financial Reporting – Training Junior Team Members – Documentation Systems – Portfolio Management – Revenue Booking – Variance Analysis – Servant Leader – Team player – US GAAP – Climate Analytics-Approachable  
**Technical Skills:** Microsoft Access – Excel – PowerPoint – SAP NetWeaver – SAP Systems – STATA, SPSS, Gretl – Python Programming – Statistical Analysis & SAS – SWOT Analysis

## WORK EXPERIENCE

### Procurement Specialist - Buyer

ExxonMobil | Prague, Czech Republic | 01/2024 – Present

- Liaise and negotiate with suppliers to secure optimum pricing.
- Generate purchase orders following purchase requisitions.
- Maintain accurate stock records and monitor stock levels to meet established standards.
- Use market trend analysis to inform strategic purchasing decisions. Liaise with the inventory team, management and warehouse as required.
- Evaluate the quality of received stock and promptly escalate any discrepancies to suppliers and management.

### Teaching Assistant

Czech University of Life Sciences | Prague, Czech Republic | 01/2019 – Present

- Tutored students (50 students per year) individually and in small groups to reinforce learning concepts.
- Co-Supervised two students for Master Thesis writing
- Partnered with teachers to plan and implement lessons following the school's curriculum, goals, and objectives.
- Supported classroom activities, tutoring, and reviewing work.
- Assisted teachers with classroom management and document coordination to maintain a positive learning environment.
- Organised materials in classroom spaces based on lecture plans, activity stations or other requirements outlined by teachers.
- Shared important information with students concerning upcoming assignments and tests.

### Procurement Specialist - Supplier Onboarding Specialist

ExxonMobil | Prague, Czech Republic | 01/2020 – 01/2024

- Identified new and more cost-effective suppliers (50 suppliers per annum) through participation in industry networking events, purchasing advantageous packages, and cutting costs.
- Maintained ongoing communication with suppliers to promote workflow and respond to inquiries.
- Maintained effective and lasting vendor relationships through dynamic communication, collaboration, and intelligent questioning skills.
- Evaluated supplier performance and identified areas for improvement.
- Established relationships with vendors and suppliers to streamline procurement operations.
- Researched and identified potential new suppliers to increase vendor base.

### Accounts Payable Specialist

ExxonMobil | Czech Republic | 01/2019 – 01/2020

- Produced month-end closing reports and provided actionable suggestions on remittance for quick resolution.
- Investigated daily variances and corrected errors to resolve discrepancies.
- Reached out to vendors and customers to verify information and follow up on client issues.

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- Prepared month-end closing entries for detailed reporting and recordkeeping.
- Studied records to detect duplicate statements and fraud, avoiding penalties for non-compliance.
- Reviewed vendor invoices for appropriate documentation and validity before payment.
- Generated regular and ad hoc financial reports, managed transactions, booked revenues, and handled month-end closings, ensuring strict adherence to US GAAP and other financial standards.

## Accounts Payable Analyst

ExxonMobil | Czech Republic | 04/2018 – 01/2019

- Generated financial statements to analyse utility costs, repair expenses, and maintenance expenses.
- Received vendor invoices, validated them for accuracy and routed them for approval to prepare for payment processing.
- Processed daily invoices, check requests, and wire transfers of foreign and domestic currency.
- Handled sensitive and confidential documents and information to maintain corporate reputation.
- Investigated inquiries relating to the status of accounts.
- Managed complex problem-solving for upper management to complete projects on time and within budget.

## OTHER EXPERIENCE

### Publications

- [Building resilience to climate change: Examining the impact of agro-ecological zones and social groups on sustainable development](#)
- [Food security and sustainability through adaptation to climate change: Lessons learned from Nepal](#)
- [Climate change and rural livelihoods: The potential of extension programs for sustainable development](#)
- [Adoption of hand tractor technology in terrace farming: Evidence from the Hindu Kush Himalayan \(HKH\), Pakistan](#)
- [Community participation in development programs: Key lessons from the billion trees afforestation project \(BTAP\)](#)

### Conferences

- EAAE 2023: poster presentation; Tropentag 2023: oral presentation; IAAE 2022: oral presentation; Tropentag 2022: poster presentation; Tropentag 2020: poster presentation.

### Reviewer

- Journal of Regional Environmental Change
- PLOS Sustainability and Transformation
- European Association of Agricultural Economists

### NGOs

- President of International Nepalese Artist Society (2023 – 2025)
- Senior Vice President of Non-Resident Nepali Association (2023 – 2025)
- General Secretary of Non-Resident Nepali Association (2021 – 2023)
- Student Ambassador of Study in the Czech Republic (2016 – 2023)

## EDUCATION

- PhD in Sustainable Development | Czech University of Life Sciences Prague | Czech Republic 2019 – 2024
- MSc in Agricultural Economics | Czech University of Life Sciences | Prague | Czech Republic 2017 – 2019
- BSc in Economics and Management | Czech University of Life Sciences | Prague, Czech Republic 2014 – 2017

## CERTIFICATIONS

- Data Analysis Training (using STATA, SPSS, and Python)
- Climate Change, Peace and Security by United Nations
- Sustainable Development in Practice by United Nations
- Effective Presentation Skills
- End-to-End Process of Payables to Procurement by ExxonMobil
- Institutional and Behavioural Economics by CZU
- Farming Systems in Developing Countries by CZU

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## Honor and Awards

- GE Foundation Scholar Leader 2016
- Best Payable Employer 2019
- Prof. Miroslav Vlcek Extraordinary Scholar 2023

## LANGUAGES

Nepali: Native

English: Fluent

Hindi: Upper-Intermediate

Czech: Intermediate