

Vedran Trputec

Operations, process automation and data analysis specialist

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2 h → 10 min

A daily manual document matching process automated with RPA, over 80% of the time saved.

PROFILE

An operations professional with experience across sales processes, procurement and business process automation. I do not wait for someone to tell me how to speed up a repetitive task. I find the solution, implement it and measure the result. A hands-on background in IT, electronics and electrical tinkering, combined with practical experience in RPA, VBA and AI tools, makes me the link between operations and technology. Alongside operations and analytical roles, I am equally open to IT support work: preparing and configuring workstations, provisioning user accounts and access, and onboarding new employees into company systems. A technical foundation in electrical tinkering, IT and daily work with ERP systems on both sides of the support desk give me a solid starting point.

EXPERIENCE

PAT Elektrocentar d.o.o. (PAT Centar)

July 2026 – present

Procurement Specialist

Designed and implemented an RPA solution that automatically matches delivery notes with outgoing invoices. Cutting the process from 2 hours of daily manual work to 10 minutes of human oversight plus 40 minutes of automated execution on the server

Built a digitalised absence request process (annual leave, sick leave)

Setting up new items in the system and managing price changes

Atlantic Trade d.o.o.

October 2024 – June 2026

Assistant to the Sales Director / Sales Support Assistant

Tracking and confirming orders for key and smaller customers, controlling goods flow through SAP

Monitoring warehouse stock levels and analysing product listings

Built an automated table matching customer codes with internal item codes

AWT International d.o.o.

August 2022 – October 2024

Sales Assistant

Built an automated reporting tool combining SAP data with CSV files and dynamic pivot tables for real-time sales tracking, as a workaround for the limitations of a slow legacy system

Worked for an international FMCG distributor, with hands-on experience in data analysis and ERP systems (Diglas, SAP BO, IBM Cognos)

KEY PROJECTS

RPA automation of document matching

10 min of human work + 40 min on the server — Over 80 % time saved

Digitalised absence requests

Paper → digital — Paper process replaced by a digital system

Automated reporting tool (SAP + CSV + Pivot)

Real-time reporting — Reporting turnaround for the management board cut down

SKILLS

Technical: Excel (advanced) · Excel VBA · SAP ERP · SAP BO · IBM Cognos · Diglas ERP · Back office · RPA tools · AI tools for process automation · Web development · WordPress (advanced)

Operational: Order management · Procurement · Inventory control · Reporting · Process coordination

Other: Negotiation (TRAGG Academy) · Organisation and coordination · Technical understanding of electrical materials

EDUCATION

Algebra Bernays University

Bachelor of Economics, Digital Marketing
2019 – 2024

Ivan Švear Secondary School, Ivanić-Grad

Technician for Electrical Machines with Applied Computing
2016 – 2019

LANGUAGES

Croatian — Native

English — Advanced (business communication)

Full profile: vedrantrputec.com/en