
ABDULRAHMAN KHALED ALARAFAH

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PROFESSIONAL SUMMARY

Motivated and detail-oriented Logistics and Supply Chain graduate with practical experience as a Logistics Specialist at Zamil Air Conditioners. Proven track record in coordinating logistics operations, solving system issues, and supporting cross-functional teams. Known for clear communication, structured thinking, and a commitment to continuous improvement.

WORK HISTORY

Logistics Specialist - Marketing Department, 10/2024 - 05/2025

Zamil Air Conditioners - Dammam, Saudi Arabia

- Coordinated with warehouse and installation teams to ensure smooth order fulfillment and delivery.
- Developed a structured workflow to reduce installer idle time and unplanned warehouse effort.
- Created and maintained daily reports on stock availability and regional demand.
- Managed replenishment and distribution of stock to remote warehouses.
- Handled DHL shipment creation and tracking through delivery.
- Identified and resolved order flow issues within Oracle ERP.
- Processed canceled orders in coordination with Finance.
- Supervised installation status updates and assisted colleagues in resolving cross-regional issues.
- Achieved top performance in assigned regions with minimal customer complaints.
- Improved warehouse organization, enhancing storage capacity.

Logistics Intern, 01/2024 - 05/2024

Tabuk Pharmaceuticals - Dammam, Saudi Arabia

- Coordinated with over 50 suppliers, ensuring documentation and follow-ups.
- Participated in logistics meetings and learned cross-functional collaboration.
- Supported document management, logistics tracking, and communications.

SKILLS

- | | |
|-------------------|-----------------------|
| • Oracle ERP | • Problem-solving |
| • Incorta | • Time management |
| • SAP | • Communication |
| • DHL portal | • Leadership |
| • Microsoft Excel | • Calm under pressure |

EDUCATION

Bachelor of Science: Logistics and Supply Chain Management, 01/2024

Jubail Industrial College - Jubail, Saudi Arabia

- Graduated: 2024
- Second Honor Degree
- GPA: 3.58/4.00

CUSTOM

- Training Certificate - Tabuk Pharmaceuticals
- Final Year Project: Logistics Planning, Procurement, and Warehouse Management
- SAP Coursework (Academic)