

Shaikh Nizmauddin

Supply Chain Professional

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Professional Summary

Results-driven Supply Chain professional with over 18+ years of comprehensive experience in Procurement, Logistics, Warehouse operations, and Inventory Management across diverse industries including IT, Low Current Systems (ELV), Facility Management, Hospitality Operations, Construction, and Project Management. Proven ability to streamline Supply Chain processes, optimize inventory levels, and ensure timely procurement and delivery to support operational and project requirements.

Skilled in end-to-end procurement, vendor sourcing and negotiation, contract management, and materials planning, with strong technical knowledge of IT infrastructure, ELV systems, and construction materials. Experienced in managing warehouse operations, stock control, and inventory accuracy to minimize costs and prevent disruptions.

Proficient in ERP systems and data-driven decision-making to enhance forecasting, reporting, and operational efficiency. A proactive professional with strong coordination and stakeholder management skills, capable of working effectively with cross-functional teams in fast-paced, multicultural environments. Committed to operational excellence, compliance, and continuous improvement,

Work Experience

Procurement Consultant

Jan 2025 - Present

(Freelance)

Providing procurement consultancy services to various companies by implementing strategic sourcing solutions, identifying the right products and suppliers, and delivering expert guidance across multiple sectors

Procurement Manager

Feb 2017 - Oct 2023

Digital Solutions Provider

Developed and maintained strong relationships with key suppliers, negotiating contracts & SLA's that resulted in cost savings and improved service delivery. Led strategic sourcing initiatives that reduced procurement costs by 10% through market analysis and supplier performance evaluations. Collaborated with various departments, including Finance, Project site, Sales, Operation and Logistics, to align procurement strategies with organizational goals. Oversaw contract negotiation and management, ensuring compliance with legal standards and organizational policies while minimizing risks. Conducted market research to identify trends and potential suppliers, enhancing the company's competitive edge in procurement. Managed a team of procurement specialists, providing training and mentorship to enhance their skills and drive team performance. Championed sustainability initiatives within the procurement process, promoting environmentally friendly sourcing practices and reducing the carbon footprint of the supply chain. Supported the implementation of **ISO 9001 quality management standards** within organizations, ensuring compliance and process improvement. Proficient in Procurement and ERP systems, including Oracle JD Edwards, Microsoft Dynamics NAV (Navision), and Salesforce CRM solution, leveraging these tools to optimize workflows, improve reporting, and track key performance metrics

Procurement Supervisor

May 2005 - Aug 2016

HASOUB

Oversaw the end-to-end procurement process, ensuring timely and cost-effective acquisition of goods and services. Developed and maintained strong relationships with suppliers to negotiate favorable terms, resolve issues, and ensure quality standards. Assisted in the development and management of procurement budgets, tracking expenditures and identifying cost-saving opportunities. Supervised a team of procurement agents, providing training, guidance, and performance evaluations to enhance team effectiveness. Conducted market research and analysis to identify potential new suppliers and assess market trends affecting procurement strategies. Ensured compliance with company policies and legal regulations, minimizing risks associated with procurement activities. Implemented process improvement initiatives that streamlined procurement operations and reduced lead times. Maintained accurate procurement records and generated reports for senior management to support decision-making and strategic planning

Sales & Marketing Executive

Jan 2002 - Apr 2005

ADAM Technology

Spearheaded marketing initiatives that boosted brand visibility by 30%, strengthening market positioning. Identified growth opportunities through market analysis, driving a 15% increase in lead generation. Built and maintained strategic client relationships, ensuring high retention and long-term business value. Enhanced market engagement through effective collaboration on promotional campaigns and product positioning. Leveraged data analytics to monitor sales performance

and optimize business strategies. Represented the organization at industry events, successfully expanding client base and partnerships. Mentored and developed team members, contributing to improved sales performance and team effectiveness

Customer Support
SOFTLAND Computers

Apr 1997 - Aug 2001

Delivered high-quality customer support, consistently achieving 90%+ customer satisfaction ratings. Resolved technical and product-related issues efficiently, enhancing customer experience and retention. Improved service delivery through accurate documentation and feedback analysis. Collaborated cross-functionally to drive product and service enhancements. Strengthened team capabilities by training and mentoring new staff. Streamlined support processes by developing knowledge base resources and FAQs. Contributed to continuous improvement initiatives through active participation in team discussions and problem-solving sessions.

Education

Certified International Supply Chain Manager (CISCM)
International Purchasing & Supply Chain Management Institute, (U.S.A)

Aug 2021 - Oct 2021

Certified International Supply Chain Professional (CISCP)
International Purchasing & Supply Chain Management Institute, (U.S.A)

Aug 2021 - Oct 2021

Master of Business Administration (MBA)
Anglia Ruskin University, (United Kingdom)

Feb 2013 - Dec 2015

Cisco Certified Network Professional (CCNP)
CISCO Inc. (U.S.A)

Sep 2009 - Oct 2009

Cisco Certified Network Associate. (CCNA)
CISCO Inc. (U.S.A)

Sep 2009 - Oct 2009

Diploma in Computer Hardware Engineering
Nalanda Computer Institute, (India)

Mar 1994 - Mar 1996

Computer Programming
Brite Computer Institute, (India)

Oct 2005 - Dec 1995

Awards

Introduction to Project Management (PMP)
EduHubSpot, (India)
Jan 2025

Skills

- Negotiation
- Vendor Management
- Risk Management
- Contract Management
- Warehouse Management
- Cost Reduction
- Sourcing (Local & International)
- Strategic Planning
- Supplier Relationship
- Budgeting
- Multitasking

Soft Skills

- Leadership
- Problem Solving
- Analytical Skills
- Time Management
- Easy Adapdable

Languages

- English
 - Arabic
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