



MAHROUS A. AL-SALEM

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WEBSITES, PORTFOLIOS, PROFILES

- <https://www.linkedin.com/in/mahrous-al-salem-498188133/>

PROFESSIONAL SUMMARY

Loyal employee with solid understanding of training and mentoring employees. Dedicated team player, proactive and hands-on in task completion.

EDUCATION

Bachelor of Business Administration
: System Track , 11/2021 - 09/2024
Arab Open University - Dammam,
Eastern Province

Foundation degree : English , 01/2009
- 04/2010
Canadian learning Language College
- Canada

High School Diploma : WORK OFFICE,
09/2005 - 11/2007
Secondary Commercial Institute- Al-
- Al-Ahsa

REFERENCES

References available upon request.

WORK HISTORY

Supply chain Specialist, 08/2023 - 06/2025

NESR - Dammam, Saudi Arabia

- Analyzed KPIs and implemented actionable solutions to address underperforming areas.
- Coordinated end-to-end supply chain operations for timely and cost-effective delivery of goods.
- Summarised and reported on supply chain and inventory data, utilising findings to improve daily operations.
- Reviewed proposals and submitted reports to procurement heads for selection.
- Mentored and motivated junior procurement staff to consistently meet and exceed department KPIs.

Materials Planning Specialist, 12/2013 - 08/2023

Arabian Drilling Co. - Khobar, Eastern Province

- Drafted supply chain and inventory reports, utilizing ERP data to illustrate trends.
- Maintained uninterrupted stock availability by correctly analyzing supply chain data.
- Supported procurement and supply chain personnel with key supplier relationships and cost initiative activities.
- Tracked supply chain movements and reported on delays to mitigate inventory issues.
- Optimised supply chain functions, implementing actionable improvements to reduce costs.

Admin Coordinator , 02/2012 - 11/2013

Samsung Saudi Arabia - Al-Ahsa, Saudi Arabia

- Answered phone calls and responded to emails from clients.
- Addressed customer complaints and resolved issues.
- Managed and prioritized varied and busy workload to meet deadlines.
- Trained and assigned tasks to team members.

SKILLS

- Excel proficiency
- SAP ERP proficiency
- Advanced SAP knowledge
- Communication strategies
- Power BI
- Team building
- Public Relations
- Quality Assurance
- Team collaboration skills
- Public speaking
- Leadership
- Administrative support
- SAP Ariba software knowledge

CERTIFICATIONS AND LICENSES

- CISCN - Certified International Supply Chain Manager - BOA-STD58252
- CISCN - Certified International Supply Chain Professional - BOA-STD58252