

MOHAMED YASER ARAFATH ALI AKBAR



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☎ +966 55 271 6579
📍 Dammam Kingdom of Saudi Arabia.

✈ DECELERATION

I hereby declare that the information provided is true and accurate to the best of my knowledge. References available upon request.

👤 PERSONAL DETAILS

Date of Birth : 20/05/1991
Marital : Married
Status
Nationality : Indian
Religion : Muslim
Passport : X4114604
Gender : Male
Driving : KSA - Light Vehicle
Licence Licence
Iqama : 2524132012
Iqama Status : Transferable

🗣 LANGUAGES

English
Tamil
Arabic
Hindi

🎯 OBJECTIVE

Procurement professional with over 6 years of experience in supply chain management, vendor negotiation, and process optimization. Seeking a challenging role in Saudi Arabia to contribute to a dynamic organization's success.

📁 EXPERIENCE

Procurement officer 18- August-2022 - Till now
Mofarreh Marzouq Al Harbi & Partners Co. Dammam KSA
- Led procurement processes including vendor selection, contract negotiation, and order processing.
- Performed spend analysis and supplier performance reviews.
- Coordinated logistics, inventory control, and demand planning.
- Managed purchase orders and ensured timely deliveries.
- Liaised with finance for invoice processing.

Purchase Officer Nov 2018 - Apr 2022
RK Construction Pvt Ltd, India
- Handled procurement of construction materials ensuring timely supply and cost efficiency.
- Negotiated contracts and oversaw supplier relations.
- Maintained inventory and coordinated with project teams.

Accountant June - 2013 - Aug - 2018
Intelligence corporate Security & Services Ltd, India
-Oversee office finances and administration.
-Manage customer invoices and payments & Process vendor payments.
-Assist with preparing financial statements & Track inventory costs and levels.
-Handle employee payroll processing

🎓 EDUCATION

MBA (Master of Business Administration) 2011-2013
Anna University - Chennai
A Grade
B.com (bachelor of commerce) 2008 - 2011
Bharathidasan University - Trichy
First Class



FINANCIAL & ACCOUNTING SKILLS

Core Accounting:

Financial accounting, management accounting, auditing, taxation, budgeting, forecasting, financial reporting, cost control, inventory management, accounts receivable/payable.

Financial Analysis:

Financial statement analysis, ratio analysis, variance analysis.



TECHNICAL & SOFTWARE SKILLS

ERP System

Microsoft Dynamic 365

Accounting Software

-Tally Advanced level

-Faxpro

Microsoft office

-Word

-Power Point

-Excel Advanced

DMS

-Document Management System

-Procurement Portals



PROCUREMENT & SUPPLY CHAIN SKILLS

Procurement Processes:

Vendor management, contract negotiation, purchase order processing, strategic sourcing, supplier relationship management, spend analysis.

Supply Chain Management:

Logistics coordination, inventory control, demand planning, supply chain optimization.

Risk Management:

Identifying and mitigating procurement and supply chain risks.