

# Amjad AlDossary

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Offering strong foundation in supply chain management with focus on material planning and procurement. Knowledgeable about inventory control, supplier coordination, and cost optimization.

## Experience

2020 – PRESENT

**Material planning and procurement specialist | Sraco**

- Optimized storage solutions for efficient warehouse management.
- Developed comprehensive material plans for efficient production scheduling.
- Ensured adherence to environmental regulations in all procurement activities.
- Managed vendor contracts to ensure timely delivery and compliance.
- Coordinated procurement process to ensure availability of necessary materials on time.

2019 – 2020

**Data entry coordinator | Rashid Complex**

- Performed regular backups to prevent potential data loss.
- Performed quality control checks on all incoming data, ensuring accuracy.

## Skills

- Workspace
- Knowledge of ARC MAP, ARC GIS, AutoCAD
- Oracle
- Inventory planning
- Microsoft
- Excel data entry and analytics

## Education

2015-2019

**Bachelor of Geographic information systems**

IAU University

2019

**Diploma – Data entry and word processing**

IAU University

## Languages

- English
- arabic