

Mohammed Ibrahim Al-Sheneber

Nationality: Saudi

Address: Khobar, Saudi Arabia

Email: m.sh19sa@gmail.com

DOB: Aug 1999

Phone number: 0531046430

Objective:

A Highly motivated individual who's seeking a Job opportunity within the field of logistics & Supply Chain Management such as: subcontracts, procurement, logistic.. etc. in which I can utilize my skills and knowledge to be a professional who's qualified to be a part of business society and a valuable key member to the organization.

Experiences:

Procurement officer - Pipe & Well O & M Services CO (Nov 2024 – present)

- Issuing RFQs, receiving and evaluating proposals to get best and final pricing as per requirement.
- Generating purchase orders (PO).
- Prequalifying vendor as per company general registration requirement.
- Regularly maintain procurement bidder list.
- Ensuring procurement procedures comply with company policies.
- Monitoring procurement expenses to stay within budget.
- Negotiating prices and delivery schedules with suppliers

AlMajdouie Logistics (Co-op Transportation department – Operation) - Dammam City (Jan-May 2024)

- Generate reports.
- Coordinate with all department managers to determine transport requirements.
- Schedule of shipments and manage timetable to ensure time delivery.
- Update department log to manage the movement of vehicles and personnel.
- Plan and manage logistics, transportation to meet client's requirements.
- Keep track of quality, quantity, delivery times and transport costs.
- Meet productivity, accuracy and timeliness targets.
- Handle issues such as delays, damages, or disruptions in the logistics process.
- Request and manage smooth maintenance of vehicles.

Qualification:

Bachelor of Business in logistics & Supply Chain management - Jubail industrial college – Jun 2024.

Languages:

Arabic: (Native).

English: (Fluent).

Courses & Achievements:

- Microsoft excel professional – Rwaq platform.
- Certificate of appreciation Saudi Cancer Foundation for organizing events.

Skills:

- Proficient in Microsoft office programs.
- Great Communication Skills.
- Self-motivated.
- Strives for maximum productivity.
- Excellent work ethic.
- Fast learner.
- Possesses teamwork mentality.