

SHAAD ALI

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Summary

Results-driven Business Graduate with hands-on experience in procurement, vendor management, and inventory control from managing a high-volume, family-owned retail and sub-wholesale business. Handled annual procurement valued between \$90K–\$110K. Demonstrated expertise in cost-reduction by achieving 7% in savings, strong negotiation skills, and a data-driven approach to optimizing supply chain operations. Eager to leverage this practical experience in a dynamic, structured environment within a leading MNC in the Middle East (Saudi Arabia, UAE, Qatar, etc.), contributing to operational efficiency and sustainable growth.

Core Competencies

Procurement & Supply Chain Management
Purchase Order (PO) & Purchase Requisition (PR) Processing Goods Receipt Note (GRN) Management
Vendor Sourcing & Coordination
Cost Control & Negotiation
Inventory & Stock Management
Demand Forecasting & Analytics
Advanced Excel (XLOOKUP, H/VLOOKUP, Pivot Tables)
Data Analysis & Reporting
Strategic Sourcing
Business Communication
Basic SAP Understanding

Professional Experience

Business Operations Executive

BlackBox Trading, Dalkhola, India [July 2022 – Present]
Streamlined procurement processes (PR, PO, GRN) using Excel, ensuring accuracy and compliance. Optimized stock levels by forecasting demand, reducing overstock and related costs. Managed relationships with 8+ vendors in the region, securing favorable pricing and consistent supply. Achieved a 7% reduction in procurement costs through targeted negotiations and strategic sourcing. Procured products valued between \$90K–\$110K annually for business operations. Led procurement and inventory planning for the launch of a new retail outlet (Feb 2025). Involved in process improvements that contributed to data-driven decision-making in inventory and supplier management.

Education

Maulana Abul Kalam Azad University of Technology – June 2025
Bachelor of business administration

Professional Development

Procurement Management - udemy
Persuading Others – LinkedIn Learning
Marketing Representative – Tinder (Sep 2023, 1-day campaign)
Electronic Arts Product Management – Forage

Languages

English (Fluent), Hindi (Fluent), Bangla (Fluent)