

ALI ABBAS

Senior Purchaser

📍 Dammam, Saudi Arabia

✉ Abbas1998.786@gmail.com

☎ +966534470471

✍ Iqama Status: Valid-Transferable

Professional Summary

Senior Purchaser with over **5 years** of progressive experience in procurement and supply chain management. Proven track record of sourcing high-quality materials, negotiating cost-effective contracts, and maintaining strong vendor relationships to support project timelines and organizational goals. Recognized for strategic thinking, strong negotiation skills, and a commitment to operational efficiency and cost control.

Education

Bachelor's Degree in Chemical Engineering

University of Gujrat, Pakistan | 2014 – 2018

Certifications & Trainings:

- **Introduction to procurement and supply chain** – Coursera (offered by MIT)
- **Supply Chain Fundamentals: Understanding the Basics** – Alison (online)
- **Procurement and Logistic Management** – Udemy
- **Negotiation Skills for Procurement Professionals** – LinkedIn Learning
- **Document Control and management** – Udemy

Skills & Competencies

Technical Skills

- **Software & Tools:** MS Office, WPS, Outlook.
- **Supply Chain Management:** End-to-end procurement process, vendor management, inventory control
- **Management:** Drafting, Negotiating, and managing Purchase Orders in compliance with Terms and conditions.
- **Negotiation & Sourcing:** Strategic sourcing, supplier negotiations, cost-saving strategies
- **Quality Assurance:** ISO 9001, ISO 45001, and compliance standards
- **Documentation & Reporting:** Purchase Orders, RFQs, RFPs, and supplier performance reports.

Soft Skills:

- Excellent Communication & Public Speaking
- Problem-Solving & Critical Thinking
- Attention to Detail & Analytical Skills

- Decision-Making & Crisis Management
- Conflict Resolution & Negotiation

Professional Experience

Procurement Officer/Purchaser

Company: Branch of Sinohydro Corporation

Client: Maaden

Project: Wadi Diversion Dam Project | Turaif

November 2024 – July 2025



- Identify suitable vendors for materials and services required urgently.
- Collect quotations to ensure competitive pricing.
- Ensure proper documentation of each purchase (receipts, bills, vendor details)
- Negotiate for better pricing and payment terms when possible.
- Build and maintain relationships with local suppliers and vendors.
- Ensure purchased items are delivered to the intended site/location.
- Submit daily/weekly reports to the procurement or finance department.
- Maintain detailed logs of all cash purchases made, including date, item, amount, and vendor.
- Organize and archive receipts, invoices, and delivery notes for audit purposes.
- Support finance department during audits and expense reconciliations.
- Coordinate with warehouse/store personnel for material handover.

Procurement Expeditor:

Company: Branch of Sinohydro Corporation.

Client: Saudi Aramco

Project: The King Salman International Complex for Maritime Industries and Services

Feb 2020 – Nov 2023



- Monitor purchase orders to ensure timely delivery.
- Follow up with Vendors for, Shop Drawings, Inspection Certificates and other required documents.
- Review supplier acknowledgments and confirm delivery timelines.
- Expedite materials and parts needed for urgent requirements or delayed items.
- Communicate effectively with suppliers regarding lead times, shipping instructions, and any issues.

- Build strong relationships with vendors to improve responsiveness and performance.
- Arrange inspections (if required) prior to dispatch.
- Ensure all documentation is received and filed accurately for audit and record.
- Follow up on inspection requirements before shipment when applicable.
- Update ERP or procurement systems with delivery information and progress.

Procurement Purchaser:

Company: HINOPAK Motor Limited

Nov 2019 – Jan 2020

- Coordinated communication between departments, management, and external stakeholders to facilitate efficient workflow.
- Managed scheduling, calendar appointments, and meeting arrangements for senior staff and project teams.
- Maintained and organized project documentation, contracts, and correspondence related to power generation projects.
- Assisted in preparing reports, presentations, and official communications for management and regulatory bodies.
- Handled office supplies procurement and inventory management to support operational needs.
- Supported coordination of site visits, inspections, and meetings with government agencies and partner organizations.
- Maintained confidentiality of sensitive information and ensured compliance with company policies and procedures.
- Facilitated smooth liaison with contractors, vendors, and clients related to power project administration.

References

Available Upon Request

Date: 30 - JULY- 2025

TO WHOM IT MAY CONCERN

This is to certify that **Mr. ALI ABBAS S/O Muhammad Sharif** has been employed with **Branch Of Sinohydro Corporation Ltd.** as a **Procurement Officer** from **November 2024 to July 2025**.

We found **Mr. ALI ABBAS S/O Muhammad Sharif** to be diligent, hardworking, and committed to the tasks assigned. He possesses excellent negotiation skills, technical knowledge, and the ability to work under pressure while meeting tight deadlines. Managing end-to-end procurement activities, including vendor identification, negotiation, and contract finalization. Preparing, reviewing, and issuing RFQs (Request for Quotations), tenders, and purchase orders in line with project requirements and budget. Maintaining accurate procurement records, preparing monthly reports, and analyzing cost trends for management review.

We wish him all the success in his future endeavors.





沙特国王港 P5 标船坞项目部
KING SALMAN MYDP P5 DRY DOCK

荣誉证书

CERTIFICATE OF HONOR

将此证书颁发给

THIS CERTIFICATE IS PROUDLY PRESENTED TO

ALI ABBAS MUHAMMAD SHARIF

在沙特国王港 P5 船坞项目施工中因表现突出，勇于担当，积极向前，荣获

"2022 年度先进个人"

特发此证，以资鼓励

In the work of the MYDP P5 Dry Dock in Saudi Arabia, outstanding performance,
courage to take responsibility, and positive progress.

"Advanced Individual of 2022 Year"

This certificate is hereby issued as a token of encouragement.

王宏伟



中国水利水电第三工程局有限公司
沙特国王港 P5 标船坞项目部



TO WHOM IT MAY CONCERN

This is to certify that Mr. Ali Abbas was employed with us from November 2019 to January 2020 as a Procurement Purchase.

During his tenure, Mr. Ali Abbas demonstrated professionalism, dedication, and a strong work ethic. He was responsible for his main responsibilities like handling procurement processes, coordinating with suppliers, preparing documentation, or supervising plant activities, depending on the job role.

He worked under pressure and met deadlines efficiently. His conduct with colleagues and management was respectful and cooperative. Although his duration with us was short, he contributed positively to the team and fulfilled his responsibilities sincerely.

We wish him all the best in his future endeavors.

A handwritten signature in blue ink, appearing to read 'Muhammad Akram', with a horizontal line underneath.

MUHAMMAD AKRAM
GENERAL MANAGER
HUMAN RESOURCES

Hinopak Motors Limited

Head Office: D-2, S.I.T.E., Manghopir Road, P.O. Box No. 10714, Karachi-75700. Tel: 32563510 (9 Lines) 32563525 (3 Lines)
UAN : 111- 25-25-25, Fax: 3256-3028 E-Mail: info@hinopak.com Web site : www.hinopak.com



POWERCHINA



SINOHYDRO



MAADEN



DELIVERING SUSTAINABLE CHANGE

Certificate of Recognition

This certificate presented to



Awarded on May 25 2025

Name: Ali Abbas Muhammad Sahrr

Badge: 2550270546

Position: Purchaser

This Milestone Reflects Your Dedication, Commitment To Safety, And Teamwork In Maintaining A Safe And Productive Work Environment.

MAADEN PHOSPHATE 3-PHASE 1-WADI DIVERSION DAM CONSTRUCTION

Michael Swinson. G

HSE Manager

Fan Caifei

Project Director



Outlook

Re:Last Working Day – Handover Completed

From 王海军 <wanghaijun-baju@powerchina.cn>**Date** Wed 7/30/2025 3:07 PM**To** Ali Abbas Sharif <ali.sharif@sinohydro.sa>**Cc** Mohsin Ali <mohsin.ali@sinohydro.sa>; wuyong1-baju <wuyong1-baju@powerchina.cn>; Faisal Riaz <faisal.riyaz@sinohydro.sa>; Zeng Qi <Zeng.Qi@sinohydro.sa>

Mr Ali Abbas

Thank you for your hard work. I hope we can work together again on the next project. Good luck to you!

Best Regards**Haijun Wang**

Procurement Manager

Phone No : 0539 635 694

中国电建/水电八局/国际公司/沙特旺地大坝项目部/机电物资办

Wadi Diversion Dam Project, Waad Al Shamaal - Al Turaif.

Original:

- From: Ali Abbas Sharif <ali.sharif@sinohydro.sa>
- Date: 2025-07-30 14:09:16(俄罗斯 (GMT+03:00))
- To: 'wanghaijun-baju' <wanghaijun-baju@powerchina.cn> , Mohsin Ali <mohsin.ali@sinohydro.sa>

- Cc: wuyong1-baju <wuyong1-baju@powerchina.cn> , Faisal Riaz <faisal.riyaz@sinohydro.sa> , Zeng Qi <Zeng.Qi@sinohydro.sa>
- Subject: Last Working Day – Handover Completed

Dear Procurement Team,

I would like to formally inform you that today, 30th July, is my last working day with branch of Sinohydro corporation Ltd

I have completed the handover process and shared the detailed handover list with Mr. Mohsin to ensure a smooth transition of responsibilities. Should there be any further clarifications required, I will be happy to assist.

It has been a pleasure working with you all, and I sincerely thank you for the support and opportunities provided during my time here.

Wishing the team continued success.

Thanks & Best Regards.

ALI ABBAS

Procurement Officer

MA 'ADAN Phosphate 3 Phase 1-Wadi Diversion Dam Turaif.

Mob #0534470417

Al Doosary Tower , Dammam 5th floor ,Office #501

Branch Of Sinohydro Corporation Ltd.



علي عباس
Ali Abbas
SinoHydro

Badge No. C-2502161 رقم الهوية
Valid Until 25-Apr-25 صالح حتى

MA'ADEN - ١



Nationality	Pakistan	جنسية
Date of Birth	06-Sep-98	تاريخ الميلاد
ID Number	2550270546	رقم الهوية
ID Type	IQAMA	نوع الهوية
Date	30 Feb 205	مركز التكلفة
Blood Type	B+	نوع فصيلة الدم
Job Title	Worker	الوظيفة
Card Issuer	R3	المصدر

Site Emergency Contact No:

053 975 0940 or 053 817 0869

ويعتبر استخدام هذه البطاقة من قبل شخص آخر غير صاحبها تزوير يعاقب عليه القانون ومن وجد أنه يعيدها إلى الجهة التي أصدرتها

The usage of this card by a person other than the owner is considered a forgery which is punishable by law and whenever finds it shall return it to the agency which has issued it.



KINGDOM OF SAUDI ARABIA
MINISTRY OF INTERIOR

المملكة العربية السعودية
وزارة الداخلية
هوية المقيم
RESIDENT IDENTITY

المملكة العربية السعودية
وزارة الداخلية
هوية المقيم

ALI ABBAS MUHAMMAD SHARIF

علي عباس محمد عباس

الرقم ٢٥٥.٢٧.٥٤٦ نسخة ٢

مكان الإصدار الخدمات الإلكترونية

الإصدار ١٤٤٦/٠٢/٠٩ الميلاد ١٩٩٨/٠٩/٠٦

المهنة عامل بناء

الجنسية باكستان

صاحب العمل فرع شركة ساينو هايدرو كوربوريشن

نمط



2550270546

MULTIPLE USE FORM 多用表

Human Resource Form No.6 人事表格6号

Date 日期

2025.7.19

☐ Transfer 调动	To	Department	Badge 工号	Name 姓名
Effective Date 生效日期			41522	Ali Abbas Muhammad
☐ Sick Leave 病假	From:	To:	Category 工种	employment date 雇佣日期
			purchaser	2024.11.12
☐ Work Accident 工伤	From:	To:	wage/salary 现工资	wage reduced /Increased to 工资降为
☐ Unpaid Justified Leave 不带薪事假	From:	To:	From Section 现部门:	To Section 调入部门:
☐ Annual Leave 年休假	From:	To:	Chief 现部门主任	New Chief 新部门主任
☐ Unjustified Absence 旷工	From:	To:	Manager 现部门经理	Manager 新部门经理
☐ Resignation 辞职	Effective Date 生效日期		Show Cause 说明理由:	
	2025.11.11		The employee is no longer needed for this project upon its completion	
☐ Travelling Tickets 差旅订票	From:	To:	Your last working date is 30th July	
			HR Dept. 人事办意见	
☐ Punishment for Cause at Show Cause 根据理由进行处罚			Section Chief: 主管签字	
1) Warning 警告			GM 总经理审批	
☐ 1st 第一次 ☐ 2nd 第二次				
2) Suspension from Work for days 停工 天 (最多6天)				
3) Reduce to A Lower Grade 降一级工资使用				
4) Termination of the Employment 建议终止合同				
5) Chargesheet the Alleged 建议开除				
Signature of Section Chief 部门主任签字:				
Signature of Security Dept. Chief 安全部签字:				
Signature of Employee 雇员确认并签字:				
19/07/2025				
The signature process 签字流程: Employee → Section Chief → Security Chief (if come down to safety) → HR → PM → HR				