

OTHMAN SAEED

Procurement Manager

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SUMMARY

Experienced Purchasing Manager with extensive expertise in overseeing procurement operations, building strong supplier relationships, and leading teams. Recognized for optimizing supply chains, controlling costs, and meeting deadlines without compromising quality. Seeking to contribute strategic leadership and vision in a growth-focused organization.

EXPERIENCE

Oversee Procurement, Wadi Halfa Trading Co
11/2022 – 07/2025 | Riyadh, Saudi Arabia

- Lead procurement and supply chain operations aligned with annual sales targets and new product launch strategies.
- Design and implement logistics and supply chain strategies to enhance efficiency.
- Conducted detailed contract reviews and ensured high standards of product and service quality.
- Managed inventory levels and optimized stock control processes.
- Provide strategic insights to the marketing team regarding demand forecasting and market opportunities.

Purchasing Manager, Rowad Bitak Co. Ltd
11/2013 – 04/2017 | Riyadh, Saudi Arabia

- Managed end-to-end procurement activities, ensuring timely delivery and cost efficiency.
- Forecasted product demand and maintained optimal inventory levels.
- Developed procurement strategies and ensured compliance with regulations.

Purchasing Manager, Al Saif Trading Agencies Co
05/2011 – 08/2013 | Riyadh, Saudi Arabia

- Oversaw procurement for the home appliances department, including supplier research and negotiation.
- Led negotiations with suppliers to secure favorable prices and terms.
- Supervised financial transactions, including payments and invoicing, coordinating with the finance team.

EDUCATION

Computer Sciences, Omdurman Ahlia University
04/1994 – 11/1998 | Khartoum, Sudan

COURSES

Diploma in Supply Chain & Logistics in Global Context.

Athena Global Education - 2026

Digital Marketing Fundamentals

Google Certificate - 2022

Processes & Techniques for Project Management Professional (PMP)

Orbit Acknowledge - 2010

Microsoft Certified Professional (MCP)

Microsoft - 2006

SKILLS

- Supply Chain Management
- Sourcing
- Negotiation
- FMCG
- Market Culture
- Logistics Management
- Team Leadership

LANGUAGES

- Arabic
- English