

ABDULMONEM ABUTALIB

SENIOR PROCUREMENT &
SUPPLY CHAIN LEADER

CONTACT



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Jeddah



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SKILLS

- Construction Procurement (Civil, MEP, Fit-Out)
- Heavy Equipment & Fleet Procurement
- Spare Parts & Maintenance Sourcing
- International Sourcing & Global Supply Chain
- Tendering & RFP Management
- Contract Negotiation & Cost Control
- Logistics & Import Coordination
- ERP Systems (SAP, Dynamics 365)
- Risk Management & KPI Monitoring

LANGUAGES

- **Arabic**
Native
- **English**
Advanced

PROFESSIONAL SUMMARY

Senior Procurement & Supply Chain professional with 14+ years of experience in construction procurement across KSA, specializing in civil, MEP, heavy equipment, and international sourcing. Proven expertise in managing multi-million SAR procurement packages for major projects including MOH, Red Sea Global, KFUPM, Metro, and university developments. Strong track record in cost optimization (8–15% savings), global sourcing, supplier negotiations, logistics coordination, and heavy equipment procurement, ensuring on-time project delivery while maintaining strict compliance with technical and contractual requirements. Experienced in managing procurement under tight project deadlines and high-pressure construction environments.

EXPERIENCE

November 2019 - Present

Senior Procurement & Supply Chain Leader

IKK Group – Isam Khairy Kabbani Group, Jeddah

- MOH Housing Wave 3 – 1,600 Units
- Red Sea Global – Beach Club Project
- Nuclear Radiological Regulatory Authority – Riyadh
- Metro Station 3E2 – Riyadh
- KFUPM Petroleum Research Center

Key Responsibilities & Achievements:

- Managed large-scale procurement packages for high-profile government and private sector projects across KSA.
- Led coordination between procurement, site teams, consultants, and project management to ensure alignment with project schedules and technical approvals.
- Achieved average **8–15% cost savings** through strategic sourcing and supplier negotiation.
- Led procurement of **heavy equipment including cranes, generators, tractors, heavy machinery, trailers, and fleet vehicles**, ensuring compliance with project timelines.
- Handled sourcing of **spare parts for heavy equipment, vehicles, and mechanical systems**, reducing downtime and improving operational continuity.
- Oversaw full international procurement cycle including supplier selection, contract negotiation, shipping & freight coordination, customs clearance, and final site delivery.

- Developed logistics strategies for heavy and oversized materials to ensure timely delivery.
- Prepared commercial comparison sheets and technical evaluations aligned with project specifications.
- Strengthened supplier relationships to secure favorable payment terms and long-term agreements.
- Monitored procurement KPIs to improve efficiency and reduce procurement cycle time.

June 2017 - November 2019

Procurement & Supply Chain Officer

Intelligent Engineering Solutions (IES), Riyadh

- Managed procurement for commercial malls, Hyper Panda branches, McDonald's branches, Fitness Time, and fuel stations.
- Controlled material sourcing for civil, MEP, and fit-out works.
- Conducted supplier negotiations achieving measurable cost reductions.
- Coordinated delivery schedules to meet tight project deadlines.

January 2014 - May 2017

Procurement Officer

A.S. Alsayed & Partners Contracting Co., Riyadh

- Managed procurement for major government projects including universities and hospitals (200-bed facilities).
- Handled sourcing of construction materials and MEP systems.
- Ensured compliance with technical submittals and project specifications.
- Supported site teams in material coordination and supplier performance tracking.

April 2011 - December 2013

Purchaser – MEP & Electromechanical

Jelz International Company, Riyadh

- Managed procurement of electromechanical systems.
- Supported university and hospital projects.
- Controlled vendor communication and pricing negotiations.

EDUCATION

Bachelor of Social Service

Port Said University

CERTIFICATIONS

- International Supply Chain Expert – IMC
- International Supply Chain Specialist – IMC

- Professional BI Data Analysis Diploma
- ISO 45001 Foundation
- Microsoft Office Certification