

Rania Ali Alward, Procurement

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SUMMARY

Dedicated Procurement & Quality Control Coordinator with experience in overseeing procurement and quality operations for gas plant projects. Proven ability to conduct detailed site inspections and ensure up-to-standard project execution while enhancing efficiency through cross-functional collaboration. Achieved a GPA of 4.47 in Quality Control Building Inspection. Eager to leverage unique skills to optimize procurement processes and drive project success.

WORK EXPERIENCE

11/2023 – Present	Procurement & Quality Control Coordinator, Rawabi Integrated Gas	Khobar, Saudi Arabia
	- Spearheaded procurement and quality control operations for gas plant projects, focusing on supplier sourcing, contract negotiation, and inventory management. - Conducted thorough site inspections across mechanical, electrical, and civil works, ensuring compliance with all specifications while promptly addressing any issues. - Partnered with cross-functional teams to optimize processes and significantly enhance project delivery efficiency.	

EDUCATION

04/2022 – 11/2023	Leading National Academy Diploma, Quality Control Building Inspection	Khobar, Saudi Arabia
	Achieved a remarkable GPA of 4.47.	

SKILLS

Procurement & Supplier Sourcing	Contract & Purchase Order Management
Cost Analysis & Budgeting	Inventory Control & Materials Planning
Vendor Evaluation & Market Research	Compliance with Industry Standards
ERP Systems & Procurement Software	Microsoft Excel (Pivot Tables, VLOOKUP)
AutoCAD (Basic plan reading)	Microsoft Dynamics
Clear and Effective Communication	Critical Thinking & Problem Solving
Prioritization & Time Management	Attention to Detail
Team Collaboration & Cross-Department Coordination	Relationship Management & Negotiation

LANGUAGES

English (Professional working proficiency)	Arabic (Native)
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