



Humaid Shakeel Siddiqui

Residence permit: Iqama # 2595738861 (Transferrable) | **Work permit:** Saudi Arabian |

Date of birth: 16/02/1990 | **Place of birth:** Karachi, Pakistan | **Nationality:** Pakistani |

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WORK EXPERIENCE

OSAIMI ENGINEERING CONSULTING OFFICE – AL KHOBAR, SAUDI ARABIA

LAB ASSISTANT – 04/04/2025 – CURRENT

Collected water, soil, and aggregate samples for lab testing as per ASTM, BS, and Aramco standards.
Performed routine tests on water, soil, and aggregates, including pH, TDS, Atterberg limits, and sieve analysis.
Helped prepare and standardize chemical solutions for testing with accurate measurements.
Entered test results into LIMS and Excel, and reviewed data for accuracy.
Prepared test reports for engineers, consultants, and clients such as Saudi Aramco.
Calibrated lab equipment and ensured all instruments were functioning properly.
Followed safety procedures for chemical handling and waste disposal.
Worked with senior technicians and engineers during site investigations and quality checks.
Managed lab inventory and kept supplies stocked for daily testing activities.

STEEL BUILDERS PVT. LIMITED – KARACHI

PROCUREMENT EXECUTIVE – 2023 – 2025

Sourcing required materials, and services from local suppliers
Negotiating contracts, pricing, and delivery terms to secure favorable agreements
Evaluating vendor performance and developing long-term supplier relationships
Coordinating with internal departments to forecast construction demand and align purchasing plans
Monitoring construction trends to identify new sources, cost-saving opportunities, and risk factors
Ensuring compliance with company procurement policies and local SBC requirements
Managing procurement documentation, purchase orders, and reporting/.

ATTOCK PETROLEUM LIMITED – KARACHI, PAKISTAN

SENIOR OFFICER SUPPLY CHAIN – 2019 – 2023

Logistics Team Lead (Sindh Province)
Arrangement of Tankers for supply (**Furnace, Bitumen, Base Oil, Diesel, Petrol, NEPHTA, Kerosene**)
Fleet Segmentation, Maintenance and Standardization
Coordination with Carriage Contractors
Driver's Trainings
Close monitoring of Fuel Delivery to Retail sites
Vehicle Tracking
Management reporting (Daily, Weekly, Monthly, Yearly)
Incident reporting
Freight bills processing
Retail sites visits (Existing and New)
Tank Lorry Journey Management and Route mapping
Identify and report potential hazards
Customer Support

ATTOCK PETROLEUM LIMITED – KARACHI, PAKISTAN

JUNIOR OFFICER SUPPLY CHAIN – 2016 – 2019

Order Scheduling
Interdepartmental Coordination for timely delivery processing
Ensure fleet as per Company Standards
Physical Inspection of Tank Lorries

Conduct Safety Drills with Drivers and Carriage representatives
Monitor delivery through tracker
Accident and Incident investigation

 **LAGUARDIA LOGISTICS PVT. LIMITED** – KARACHI

EXECUTIVE SUPPLY CHAIN – 2013 – 2015

Responsible to assists the (GM Supply Chain) in day to day supply chain operations of Petroleum products.
Maintaining strong relationships with Contractors.
Maintaining a strong flow of information within the departments in order to run smooth operations.
Arrangement of Fleet required for Loading Petroleum Products.
Analyzing the report presented by Fuel Executive.
Attending Safety Workshops and Implementing Safety Standards within the Organization

 **LAGUARDIA PETROLEUM PVT. LIMITED** – KARACHI, PAKISTAN

ASSISTANT MANAGER SUPPLY CHAIN – 2015 – 2016

Assists the (General Manager Supply Chain) in day to day operations of Petroleum products.
Maintaining strong relationships with Contractors.
Maintaining a strong flow of information within the departments in order to run smooth operations.
Arrangement of Fleet required for Loading Petroleum Products.
Analyzing the report presented by Fuel Executive.
Attending Safety Workshops and Implementing Safety Standards within the Organization.

 **ATLAS HONDA PVT. LIMITED** – KARACHI, PAKISTAN

SUPPLY CHAIN OFFICER – 2011 – 2012

Supplier Evaluation
Supplier Selection
Schedule Manufacturing
Supplier Billings
Inventory Control for Manufacturing
Supplier Contracts

 **ATLAS HONDA PVT. LIMITED** – KARACHI, PAKISTAN

INTERNSHIP (SUPPLY CHAIN DEPARTMENT) – 2011 – 2011

 **MUSLIM COMMERCIAL BANK** – KARACHI

INTERNSHIP (SALES & MARKETING) – 2010 – 2010

 **SHELL PAKISTAN LIMITED** – KARACHI, PAKISTAN

INTERNSHIP (MARKETING) – 2010 – 2010

● **EDUCATION AND TRAINING**

14/09/2013 – 11/11/2017 Karachi, Pakistan

MASTERS OF BUSINESS ADMINISTRATION (SUPPLY CHAIN MANAGEMENT) Iqra University

15/09/2008 – 11/11/2012 Karachi, Pakistan

BACHELORS OF BUSINESS ADMINISTRATION (MARKETING) Bahria University

2006 – 2008 Karachi, Pakistan

INTERMEDIATE (COMMERCE) Hamdard College of Science & Commerce

2004 – 2006 Karachi, Pakistan

MATRICULATION (SCIENCE) The Educators BHSS
