

NAREEZ ALSHAMMARI

Supply Chain Management

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<https://tinyurl.com/NareezLinkedIn>

Supply Chain Management graduate with practical experience gained through hands-on training in various supply chain functions. Able to adapt across different areas including procurement, logistics, inventory, and operations, with a strong focus on efficiency, accuracy, and process improvement.

EDUCATION

Imam Abdulrahman Bin Faisal University

Diploma of Supply Chain Management

— Diploma degree with Second Honor in Supply Chain Management

— GPA 4.60

WORK EXPERIENCE

— Arabian Castles for General Contracting

Supply Chain Intern

- Utilized SAP to efficiently carry out procurement and logistics-related tasks.
- Prepared and created Purchase Orders (POs) in coordination with department needs.
- Generated payment requests and Goods Receipt Slips (GRS) for financial processing.
- Participated in supplier selection processes (CBE) based on project requirements.
- Verified supplier invoices for accuracy and compliance.

TRAINING COURSES

— Business Development in Supply Chains and Logistics Services

Imam Abdulrahman Bin Faisal University, November 2024

— Customer Acquisition Strategies Program

Monsha'at, September 2024

— Mock Exam for the International Logistics and Transport Preliminary Certification

MELI, March 2024

— Aramco Engineering Summer Camp

Ithra, August 2017

PROFESS REFER

- Received a recommendation letter from the Procurement Department, Arabian Castles for General Contracting ACGC.

SKILLS

- SAP System
- Microsoft Office
- Supplier Communication

- Problem Solving
- Time Management
- Critical Thinking

LANGUAGES

- Arabic
- English