



IMRAN SHAHID

PROCUREMENT MANAGER

SUMMARY

Data driven and result oriented Procurement Manager with over 18 years of experience in effectively managing all key elements of Supply Chain and forming strategies to balance the demand and supply requirements, in Depth Knowledge VI System, SAP, MS-Excel, Word for reporting & data analysis. Persuasive Communicator, analytical mindset and team collaborator.

EXPERIENCE

Procurement Manager

Abdullah H. Al-Mutawa Sons for Contracting.

June 2012- Mar-2025

- Proficient at negotiating the prices and payment terms and arranging the credit facilities with the suppliers.
- Negotiated reduced prices with vendors through redefining material specifications volume discounts, and a new supplier selection process Sourced products locally
- Manage end to end supply chain operational processes.
- Forecast demand and formulate supply chain planning strategies.
- Prepared price comparison of different suppliers' quotations and placed purchase orders to the suitable supplier (who caters to the specified requirements).
- Manage vendor relationships and assist in building effective partnerships
- Follow – up on all orders placed. Analyzing the purchase requirements
- Keeping Market knowledge, Monitor the Market on regular basis.
- Implement procurement strategy and policies. Forecast procurement needs.

June 2009- 2012

Procurement Manager

Gulf Builders Company

- Formulate and implement end to end procurement strategies
- Conduct cost analysis, Negotiation and contract with suppliers.
- Finalize the suppliers & proceed for Purchase Requests, P. O's & receipt of materials
- Get the quotations and prepare price comparisons
- Follow – up on all orders placed. Analyzing the purchase requirements
- Managing the procurement supplier relationships for the company
- Regularly contacting suppliers to renegotiate prices
- Resolving disputes and claims with vendors and suppliers
- Developing relationships with distributors

Procurement Officer

AMI -Division

Jan 2007- 2009

- Keeping Market knowledge, Monitor the Market on regular basis
- Identifying & recommending suppliers
- Coordinate to organize delivery of material to the required locations
- Review quotations. Prepare purchase requisitions, approve and issue purchase orders in accordance with company policy and negotiated terms and conditions
- negotiating the prices and payment terms and arranging the credit facilities with the suppliers
- Resolving disputes and claims with vendors and suppliers
- Monitoring delivery times to ensure they are on time

CONTACT

✉ muhammad190091@gmail.com

☎ +966567727649

📍 Khobar, Kingdom of Saudi Arabia

in <https://www.linkedin.com/in/imran-shahid-3a13961>

SKILLS

SAP MM

Supply Chain Planning & Analysis

Supplier Relationship Management

Strategic Sourcing

Demand and Supply Management

Cost to Serve Analysis

Projects Management

Negotiation & Contracts

Process Optimisation

Stakeholder Management

LANGUAGES

English ●●●●●

Hindi ●●●●●

Arabic ●●●●●

Telugu ●●●●●

COMPUTER SKILLS

MS-Office



MS-Excel



Power Point



Auto Cad



Oracle



Hardware & Networking



EDUCATION & QUALIFICATION

Bachelor of Arts & Management

- Year 2001

Board of Intermediate Education

- Year 1997

Secondary School Leaving Certificate

- Year 1995

Government of Typing Lower

- Year 1999

I.S.O. Certification – (TUV Nord)

- Year 2023

Safety Officer Course (OSHA)

- Year 2017

PERSONNEL DETAILS

- Date of Birth: 14/02/1978
- Languages: English, Arabic, Hindi, Urdu, Punjabi.
- Marital Status: Married
- Family Status: YES
- Dependents: Three
- Passport: DL5143453

KSA - Driving License

- Valid Year 2033

Iqama Status

- Transferable

Completed Projects

- Computer Science Building – KFUPM
- Car Parking Building – KFUPM
- One Window Project – Dammam Port
- Technical Information Building – Dammam Port
- Schools Improvement Phase-II – Royal Commission
- Al Kareem Commercial Complex – Saihat
- Enhancement of the Leadership Center-Aramco
- Convert Conventional Libraries to Res. Center
- RC-Jubail 628-C38 School Improvement - Phase-2
- Replacement (CI) Drainpipes at TCC # 731
- Replacement Drainpipe Between Tunnels
- Proposed Replacement of Existing Window Glass Panel Sealant (Exterior) EXPEC - 1 Bldg. # 729, Dhahran
- Modification of Asphalt Pavement at Yamama Bldg. D
- Installation of Fire Protection System for Studio Apartment Bldgs. # 1609, 1611, 1612 & 2308 in Dhahran
- Surface Parking at Munirah Complex, Dhahran
- Construction of Playground Shade
- Upgrade Fire Alarm System in NP 1
- Access and Rectify Fire System at DH ITC
- Rectify Fire Safety at Multi Occupancy Bldg.
- Redesign office spaces ground floor
- Renovation and Re-conf. of Existing Office-MSB#1965
- Installation of Playground Shades, at Al Ramis Park, Qatif
- Construction of Bicycle and Jogging Tracks at Al Ramis Park, Qatif
- Toilet Enhancement at UDH Admn.Bldg.
- Renovation & Re-Configuration Wing-B - 7013
- Renovation & Reconfiguration of Existing Office Space, Bldgs.
- Redesign Office Area at RM. # AE.2000, Floor 2, Admin East Building
- Modify Existing Office Space SAPMT Site Office, 1st floor Building# 9182 (DHP#7), Dhahran
- Upgrading Existing Office Space, 6th Floor