



OSMAN MOAWIA YAGOUB

Al-Riyadh - KSA

Osman.moawia.1993@gmail.com

+966573511026

DOB 13 / Dec / 1993

Experience

Savola Food Company (Sudan)

20/10/2021 - 15/3/2023

Procurement Supervisor

Key Responsibilities:

- Managed procurement of raw materials, packaging, and processing equipment for edible oil production.
- Sourced and negotiated with local and international suppliers to ensure quality and cost efficiency.
- Coordinated with production, quality, and logistics teams to meet manufacturing schedules.
- Monitored supplier performance and ensured compliance with food safety and quality standards.
- Controlled purchasing budgets and optimized inventory levels to avoid shortages or overstock.
- Managed import documentation and customs clearance for overseas purchases.
- Developed long-term supplier relationships to secure consistent supply and competitive pricing.

Rida Mining Co (Sudan)

3/10/ 2018 - 1/10/2021

Procurement Supervisor

Key Responsibilities:

- Supervised procurement operations for mining projects and equipment.
- Sourced and negotiated with local and international suppliers.
- Managed purchase orders, contracts, and cost control.
- Coordinated with logistics and finance for smooth operations.
- Ensured compliance with company and industry standards.
- Maintained supplier database and evaluated vendor performance.
- Supported budgeting and forecasting for procurement needs.

Amipharma Laboratories Company (Sudan)

1/7/2018 - 1/10/2018

Logistics Officer

Key Responsibilities:

- Plan, coordinate, and monitor the movement of goods and materials.
- Manage warehouse operations, including receiving, storing, and dispatching goods.
- Arrange transportation and ensure timely delivery to customers or branches.
- Track shipments and resolve any delivery or customs issues.
- Maintain accurate inventory records and perform regular stock counts.
- Prepare and process shipping documents, invoices, and customs paperwork.
- Negotiate with suppliers, freight forwarders, and transport companies for best rates.
- Ensure compliance with health, safety, and legal requirements.
- Work closely with procurement, sales, and warehouse teams to meet operational needs.
- Monitor logistics costs and prepare related reports for management.

MTN Sudan

11/8/2016 - 15/2/2018

General Accounting

Key Responsibilities:

- Record daily financial transactions in the accounting system.
 - Prepare journal entries, reconcile accounts, and maintain the general ledger.
 - Monitor accounts payable and receivable, ensuring timely payments and collections.
 - Assist in preparing monthly, quarterly, and annual financial statements.
 - Review and verify expense reports, invoices, and purchase orders.
 - Maintain and update fixed asset records.
- Support budgeting and forecasting activities.
- Ensure compliance with tax regulations and assist in tax filings.
 - Prepare bank reconciliations and resolve discrepancies.
 - Assist with internal and external audits by ●providing required documentation.

Italy Pizza Restaurant (Sudan)

2/1/2016 - 1/ 7/ 2016

Purchasing Assistant

Key Responsibilities:

- Assist in placing orders for ingredients (flour, cheese, vegetables, meats, sauces) and other restaurant supplies.
- Communicate with suppliers to confirm pricing, availability, and delivery schedules.
- Check and receive deliveries to ensure ●correct items and quantities are received in good condition.
- Update inventory records and report stock shortages to the Purchasing Officer/Manager.
- Help maintain proper storage and rotation of stock (FIFO).
- Monitor daily usage of ingredients to anticipate ordering needs.
- Follow restaurant purchasing policies and cost-control guidelines.
- Support in comparing supplier offers to get the best value without compromising quality.
- Coordinate with kitchen staff regarding urgent purchasing needs.
- Maintain purchasing documents, receipts, and supplier records.

Education

University of science and Technology (Sudan)

bachelor degree Management

2014 — **Good**

Master Of business Administration (MBA) Supply chain (Sudan)

National University

2025 — **In Progress**

Skills

- Team Work
- Microsoft office & ERP System
- Ability to work under Pressure
- Ability to learn
- Multiple Task
- Time Management

Language

Arabic (Mother Tongue) , English (Excellent)
