

Sareer Ahmad

Procurement Engineer

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SUMMARY

Results-driven Procurement Engineer with over 7 years of experience managing procurement operations across large-scale construction, infrastructure, and water supply projects in Saudi Arabia. Holds a bachelor's degree in electrical engineering and a master's degree in project management, blending technical expertise with strategic sourcing and supply chain skills. Adept at procurement planning, vendor evaluation, RFQ management, contract negotiation, cost control, and logistics coordination. Successfully contributed to major projects such as Dirriyah Gate, Qiddiya, and AMAAD Business Park. Certified in Supply Chain Foundations and Project Procurement Management and registered with the Saudi Council of Engineers (SCE). Proven ability to optimize procurement processes, negotiate favorable terms, and ensure on-time, high-quality material delivery to meet project objectives.

PROFESSIONAL EXPERIENCE

Saudi Salco Contracting Company



Procurement Engineer

2023 – Present

Projects:

- N&S Gates, Infra, landscaping and Irrigation & Parks and Trails - Wadi Safar - Dirriyah
- Temporary water supply - Qiddiya

Duties & Responsibilities

- Prepared Procurement plan as per times lines provided by execution team.
- Manage procurement activities including supplier shortlisting, RFQ issuance, bid evaluation, and contract award recommendations.
- Verify material requisitions for accuracy, completeness, and compliance with project specifications and requirements.
- Prepare and submit material submittals in line with consultant and client standards for timely approvals.
- Issue and manage purchase orders according to project schedules and agreed contract terms.
- Conduct supplier follow-ups to monitor production progress, delivery timelines, and compliance with purchase agreements.
- Resolve supply chain issues proactively to prevent project delays and minimize risks.
- Review and approve Inspection and Test Plans (ITPs) and Factory Acceptance Tests (FATs) for material quality assurance.
- Coordinate with technical, QA/QC, and engineering teams to address technical queries and ensure material conformity.

- Ensure procurement processes adhere to quality control standards and project-specific technical requirements.
- Plan and optimize transport and logistics routes to ensure timely and cost-effective material deliveries.
- Negotiate logistics contracts to achieve cost savings while maintaining delivery reliability and performance.
- Monitor logistics operations and implement process improvements to enhance delivery efficiency.
- Manage post-contract activities including invoice validation, procurement close-out, and project documentation.
- Maintain organized and up-to-date procurement records for audits, reporting, and project handovers.
- Procure spare parts and manage inventory to support project warranty periods and operational readiness.
- Track warranty documents and coordinate warranty claims resolution with suppliers to protect project interests.
- Act as a liaison between procurement, site operations, logistics, suppliers, and project management teams.
- Streamline procurement communication across departments to ensure alignment and operational efficiency.
- Support the integration of procurement strategies with logistics management and site execution plans.

Sinohydro Corporation Limited



Procurement Engineer

2021 – 2023

Project: AMAAD Business Park – Hospitality

Client: Business Park Complex Company

Consultant: WOOD

Duties & Responsibilities

- Prepared procurement plans aligned with project timelines provided by the execution team.
- Developed and implemented category strategies based on business requirements, market intelligence, and historical spend data to drive cost reductions and add business value.
- Led cross-functional sourcing teams to optimize procurement processes.
- Identified and developed new suppliers; evaluated vendors according to company standards and criteria.
- Built and maintained strong working relationships with internal stakeholders and key preferred suppliers.
- Optimized sourcing procedures to maximize operational efficiency.
- Established category metrics and savings targets; monitored performance and communicated results to stakeholders.
- Coordinated with department heads to ensure smooth operations and adherence to project deadlines.
- Managed procurement plans in alignment with project budgets.
- Assigned purchase requests to procurement buyers according to material categories.
- Negotiated with approved vendors to meet budget constraints and project requirements.

- Supported estimation and tendering departments by providing material cost inputs for budgeting purposes.
- Prepared Quotation Evaluation Sheets (QES) to tabulate and compare vendor quotations for informed decision-making.
- Collaborated with suppliers to achieve quality, delivery, and cost performance targets.
- Developed and implemented recovery plans to address supplier performance issues.
- Took immediate corrective action when suppliers failed to meet quality, delivery, or cost expectations.
- Proactively sourced, identified, and established relationships with new suppliers and subcontractors.
- Conducted periodic evaluations of suppliers and subcontractors based on quality, delivery, and cost criteria.
- Maintained and updated the company's supplier and subcontractor database.
- Maintained accurate quality and pricing records for all purchased items to support quarterly and annual inventory audits.



Alinma Alawla Contracting Company

Procurement Engineer

Duties & Responsibilities

- Conduct comprehensive market research to assess vendor suitability and availability for providing required technical solutions, equipment, and materials.
- Prepare and float Request for Quotations (RFQs) or Inquiries to qualified potential suppliers based on project and procurement requirements.
- Manage end-to-end communication with suppliers, ensuring timely clarifications and responses during the quotation and bidding process.
- Review and perform detailed analysis of supplier quotations, evaluating both commercial and contractual aspects to ensure alignment with project and organizational needs.
- Lead techno-commercial negotiations with suppliers to achieve the best value, aligning all terms and conditions of purchase agreements.
- Issue, monitor, and manage Purchase Orders (POs) ensuring compliance with negotiated terms and approved procurement policies.
- Coordinate delivery schedules, supervise inspection processes for received materials, and ensure timely acceptance and quality verification.
- Assist in handling logistics-related issues, including support for insurance claims in case of damage or loss during transit.

HIGHLIGHTED SKILLS

- Procurement planning and supplier sourcing
- Technical Coordination & Quality Control
- Purchase Execution & Supplier Management
- Logistics & Delivery Management
- Site Coordination & Invoice Verification
- RFQ preparation, bid analysis, and contract awarding
- Cross-Functional Collaboration
- Cost Control & Project Support
- Negotiation & Commercial Skills
- Software Proficiency – Aconex project correspondence - Excel for procurement reporting and tracking.

PROFESSIONAL QUALIFICATION

Abasyn University, Pakistan Bachelor of Engineering, Electrical Engineering (BEEE)	2018
Abasyn University, Pakistan Master's degree in Project Management (MSPM)	2021

TRAININGS, CERTIFICATES, & AFFILIATIONS

Registered Engineer, Saudi Council of Engineers (SCE)
CSCMP Supply Chain Foundations Procurement Professional Certificate
Procurement & Logistic Certificate from (The Chartered Institute of Logistics and Transport)
Certification for Project Procurement Manager.



121821 / س / 20

الرقم

(5 Dec 2024 م)

التاريخ

المرفقات: (بدون)
الموضوع: إشعار تسجيل بالهيئة

خطاب تعريف
Introduction Letter

To Whom it May Concern

الى من يهمه الامر

Saudi Council of Engineers hereby certifies that

بهذا تشهد الهيئة السعودية للمهندسين بأن

SAREER AHMAD MUHAMMAD ROIDAR

سارين أحمد محمد رويدار

has been registered with SCE as follows :

Identity No. : 2525068231

Membership ID : 1094762

Classification: Engineering

تم تسجيله في الهيئة وفقا للبيانات التالية :

رقم الهوية / الإقامة : 2525068231

رقم العضوية : 1094762

التصنيف : هندسة

Specialization : Electrical Engineering

التخصص الرئيسي : الهندسة الكهربائية

Membership Start Date : 12/5/2024

تاريخ بداية العضوية : 12/5/2024

Validity : 12/5/2025

صلاحية التسجيل حتى : 12/5/2025

This letter is issued upon his request without
any liabilities towards the Council.

وقد أعطي هذا الخطاب بناء على طلبه وبدون أدنى مسؤولية
تجاه الهيئة.

Best regards,

وتقبلوا خالص تحياتنا ,

الامين العام



م. عبدالمحسن بن ضاوي المجنوني

اَبَاسِیْنِ یونیورسٹی

Registration Number: AUP-13FL-BE-12562
Issue Date: 27th December 2019

Serial Number: 5452



ABASYN UNIVERSITY

P e s h a w a r - P a k i s t a n

Be it known that

SAREER AHMAD SON OF ROIDAR MUHAMMAD

Having successfully completed all the prescribed courses
of study and having complied with all other requirements

of the University for the Degree of

BACHELOR OF ENGINEERING IN ELECTRICAL ENGINEERING

is, today, the 8th of OCTOBER 2019 admitted to this Degree

and is entitled to all rights and privileges appertaining

to the Degree


Registrar


Vice-Chancellor


Chancellor



ABASYN UNIVERSITY

P e s h a w a r - P a k i s t a n

Be it known that

SAREER AHMAD SON OF ROIDAR MUHAMMAD

**Having successfully completed all the prescribed courses
of study and having complied with all other requirements**

of the University for the Degree of

MASTER OF SCIENCE IN PROJECT MANAGEMENT

**is, today, the 26th of JULY 2022 admitted to this Degree
and is entitled to all rights and privileges appertaining**

to the Degree




Registrar


Vice-Chancellor


Chancellor

DPINF Design & Build Temporary Water Supply Project

3rd Floor Building IN-01 ITCC Complex,
AlRaidah Digital City,
Al Nakhil District
Qiddiya
Riyadh 12382 Saudi Arabia



MAIL TYPE
Workflow Transmittal

MAIL NUMBER
QDPIN-WTRAN-017024

REFERENCE NUMBER
QDPIN-WTRAN-017024

Final (WF-004223) CV of Engr. Sareer Ahmad - Procurement QC Engineer

From Mr Moaz Adam - QIC DP - Infrastructure
To (3) Mr Hafeezur Rehman - QIC DP - Infrastructure (+2 more...)
Cc (9) QDP-Document Control Parsons - QIC DP - Infrastructure (+8 more...)
Sent Monday, November 11, 2024 9:54:59 AM AST (GMT +03:00)
Status N/A

DOCUMENT ATTACHMENTS (1)

File	Document No	Revision	Revision Date	Title	Status
	QRXU120200-SLC-ADM-RSM-PJC-00009	01	11/9/24	CV of Engr. Sareer Ahmad - Procurement QC Engineer	A - Approved

MESSAGE

Workflow Review History

The attached documents have completed the "CV of Engr. Sareer Ahmad - Procurement QC Engineer" workflow with the following results :

This transmittal was automatically generated.

Doc No	Step	Participant	Review Outcome	Comments
QRXU120200-SLC-ADM-RSM-PJC-00009	QDP - DC Reviewer	H Rehman	for review	
	Final Reviewer	M Adam	A - Approved	

S. No. 310301

Roll No. 82718

Group. Science

دانشگاه اسلامی



Board of Intermediate and Secondary Education
Mardan Khyber Pakhtunkhwa Pakistan
SECONDARY SCHOOL CERTIFICATE

SESSION ANNUAL - 2011

This is to certify that SAREER AHMAD Son of ROIDAR MUHAMMAD

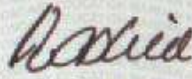
and student of GHAZALI PUBLIC HIGH SCHOOL HATHIAN MARDAN has passed the Secondary School

Certificate Examination of the Board of Intermediate & Secondary Education Mardan, held in March / April, 2011 as a Regular candidate.

He obtained 775 marks out of 1050 and has been placed in Grade A representing Excellent. The candidate passed the following subjects:

1. English 2. Urdu 3. Islamiyat (Comp) 4. Pakistan Studies 5. Mathematics 6. Physics 7. Chemistry 8. Biology

His date of birth according to admission form is (in Figures) 23.04.95 (in Words) 23rd April N/H Ninety Five.


Asstt. Secretary


Secretary

This certificate is issued without alteration or erasure.

S.No. 21776

دائرة الترخيص

Roll No. 40227



Board of Intermediate and Secondary Education
Malakand, Khyber Pakhtunkhwa, Pakistan

INTERMEDIATE EXAMINATION

Session 2013 (Annual)

Pre-Engineering Group


Reg. No. 179-B/IMCT-2011-E

This is to certify that SAREER AHMAD

Son of ROIDAR MUHAMMAD appeared as

Regular Student of Islamia Model College Timergara, District Dir (L)

has passed the Higher Secondary School Certificate Examination of the Board of Intermediate and Secondary Education, Malakand held in May, 2013 as a Regular Candidate. He obtained 823 Marks out of 1100 and has been placed in Grade A Representing Excellent. The examination was taken as a whole.


Asstt. Secretary

Printed on: 11 OCT 2013

This certificate is issued without alteration or erasure.


Secretary

شهادة خدمة وإخلاء الطرف**Service Certificate & Clearance Letter****الموافق : 2023/05/20 م****السلام عليكم ورحمة الله وبركاته ،،،،،**

تؤكد هذه الشهادة بأن الموظف الموضحة بياناته أدناه قد كان أحد الموظفين لدينا وكان طيلة خدمته حسن السيرة والسلوك واعطي هذه الشهادة دون أدنى مسؤولية او مادية او قانونية على عاتق الشركة.

51250	الرقم الوظيفي: : Emp Number	Sareer Ahmad	إسم الموظف : : Name
Procurement Engineer	المسمى الوظيفي: : Job Title	2525068231	رقم البطاقة/الإقامة: : ID Number
03/April/2020	تاريخ الإلتحاق: : Date of Joining	Pakistani	الجنسية : : Nationality
20/May/2023	تاريخ إنتهاء الخدمة : : Date of Leave	AMAAD business Park - Hospitality Project	المشاريع : : Projects

This certificate confirms the above-mentioned name was an employee with the company. His performance throughout this tenure was satisfactory and we found him to be dedicated member of our organization.

This certificate is issued with no responsibilities or any liability whatsoever to the company.





Date: 25th March, 2020

CERTIFICATE OF EMPLOYMENT

This is to certify that **Mr. Sareer Ahmad** was worked with ALINMA 1ST CONSTRUCTION LTD

Employee Number : ALINMA-866
Iqama No. : 2514039383
Nationality : Pakistani
Assignment Period : 21th SEP, 2019 to 20th March, 2020
Position : Procurement Engineer

During his period of assignment, he has shown competency and dedication in every aspect of his job. He has attained high level of confidence when working independently and his performance with this company are rated very satisfactory.

This certificate is issued upon his request with no obligation towards the company.



CSCMP Supply Chain Foundations: Procurement Professional Certificate

Learning Path completed by Sareer Ahmad
Aug 15, 2024 at 02:13PM UTC • 5 hours 20 minutes

Top skills covered

Supply Chain Management

Procurement

Purchasing

Head of Global Content, Learning





Congratulations on Your Certificate

This assessment-based certificate is granted to

SAREER AHMAD

In recognition for having successfully completed the **Procurement and Logistics Certificate**

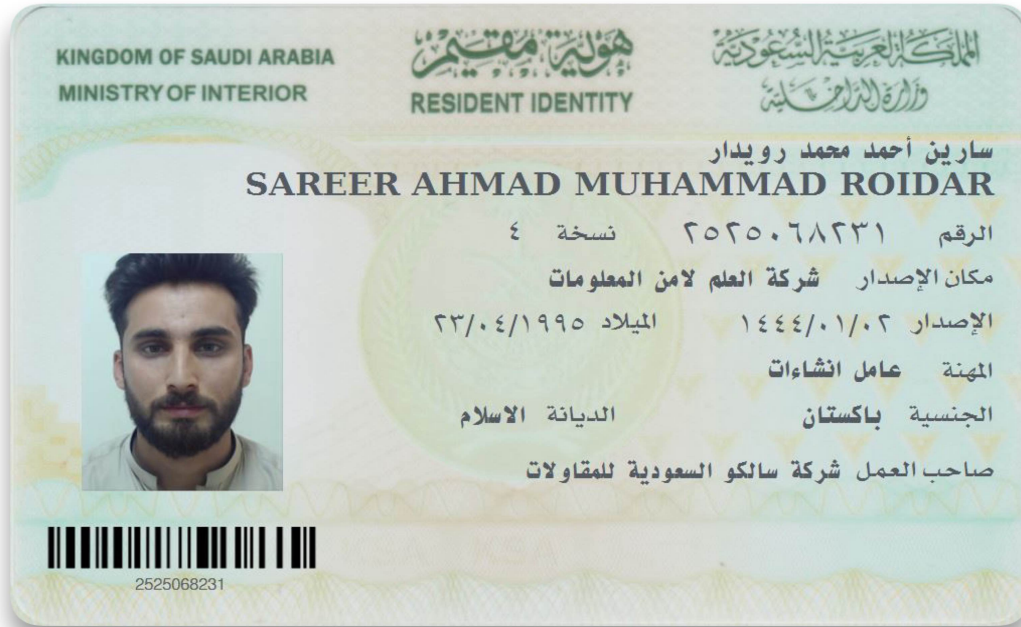
Completion: Thursday, December 14, 2023



The Chartered
Institute of Logistics
and Transport
Accredited Course

A handwritten signature in black ink that reads "Tina Bolding".

Tina Bolding
Director of DisasterReady
Cornerstone OnDemand Foundation



الرقم / ID Number

2525068231

الاسم بالإنجليزي / Name

SAREER AHMAD MUHAMMAD
ROIDAR

المدنة / Profession

عامل انشاءات

الديانة / Religion

الاسلام

تاريخ ال إصدار / Date Of Published

1444/01/02

تاريخ الان تهاء بال هجري / Expire Date in Hijri

1447/07/02

الاسم / Name in Arabic

سارين أحمد محمد رويدار

صاحب العمل / Sponsor

شركة سالكو والسعودية للمقاولات

الجنسية / Nationality

باكستان

مكان ال إصدار / Published Place

شركة العلم لامن المعلومات

تاريخ الان تهاء / Expire Date

22/12/2025

نسخة / Copy

4

تم مشاركة هذه الوثيقة من خلال توكلنا

This document is shared through Tawakkalna

يجب التحقق من الرمز السريع قبل اعتماد التعامل مع الهوية

You must ensure validating the OTP prior to considering the ID an official one

