



## MUHAMMAD ZIAULHAQ

 Air Base Bridge Exit – Mersal Village, Jeddah, Saudi Arabia

 Muhammad.ziaulhaqq@gmail.com

 [linkedin.com/in/muhammad-ziaulhaq-0840a53a](https://www.linkedin.com/in/muhammad-ziaulhaq-0840a53a)

 +966 56 858 2908



### PROFESSIONAL SUMMARY

Results-oriented Supply Chain and Procurement Specialist with 8+ years of experience across healthcare, industrial, and HVAC sectors — including 5+ years in Saudi Arabia. Proven track record in cost reduction, supplier negotiation, inventory control, and ERP systems (SAP MM, Oracle). Known for driving operational efficiency, ensuring on-time delivery, and optimizing end-to-end supply chain performance. Ready to contribute immediately in a dynamic procurement or logistics environment.

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### KEY ACHIEVEMENTS

- Reduced procurement costs by 15% through strategic vendor optimization and streamlined processes
  - Negotiated favorable supplier terms, improving cash flow and lowering operational overhead
  - Implemented a cost-tracking system that led to 10% reduction in overstock and improved inventory control
  - Provided actionable insights to senior management on procurement strategies, driving operational efficiency
  - Conducted comprehensive supplier evaluations to ensure compliance with quality, safety, and regulatory standards
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### PROFESSIONAL EXPERIENCE

#### Procurement Manager

**Alkaram Pharmacy | Gohad Pur, Sialkot**

*July 2021 – May 2025*

- Managed the complete procurement cycle for pharmaceutical products, medical supplies, and equipment
- Built and maintained strong relationships with suppliers to ensure uninterrupted stock of essential medicines
- Negotiated competitive pricing and delivery terms to support pharmacy profitability and service efficiency

- Developed demand forecasting and inventory planning strategies to minimize stockouts and overstock
- Prepared procurement performance reports and presented insights to senior management
- Ensured all procurement activities complied with healthcare regulations and internal quality standards
- Utilized Microsoft Excel for data analysis, vendor tracking, and procurement planning

**HVAC Planner / Project Coordinator**  
**Arabian Petrochemical Company | Jubail, Saudi Arabia**  
**Nov 2018 – June 2021**

- Led procurement for HVAC spare parts and project needs, saving SAR 150,000 through smart negotiation.
- Maintained strong supplier relationships ensuring timely and quality deliveries.
- Managed RFQs, purchase orders, and procurement reporting.
- Ensured adherence to safety and quality standards through supplier audits.
- Used SAP MM for procurement transactions and inventory tracking.

**Project / Planning / Procurement Coordinator**  
**Zamil Cool Care | Jubail, Saudi Arabia**  
**May 2016 – Oct 2018**

- Handled procurement operations including sourcing, purchase requisition, and vendor performance tracking.
- Achieved 15% cost savings by renegotiating supplier contracts.
- Improved documentation systems to streamline approvals and enhance audit readiness.
- Collaborated with finance and operations for end-to-end procurement visibility.
- Worked with Oracle ERP and Microsoft Office Suite for reporting and controls.

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**EDUCATION**

MBA – Supply Chain Management  
University of Management and Technology, Lahore, Pakistan (2011 – 2015)

Bachelor of Commerce (B. Com)  
Allama Iqbal Open University, Islamabad, Pakistan (2008 – 2011)

CA Foundation  
Institute of Chartered Accountants of Pakistan (ICAP) (2004 – 2008)

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## **CERTIFICATIONS**

- SAP ERP with Practice (Udemy)
  - Risk Management for Supply Chain and Procurement (Udemy)
  - Certified Supply Chain Analyst (CSCA) (Udemy)
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## **SKILLS**

- Procurement & Supplier Relationship Management
  - Material Planning & Inventory Control
  - Contract Negotiation & Cost Optimization
  - SAP MM & Oracle ERP Systems
  - Financial Document Management
  - Procurement Performance Reporting
  - Cross-functional Team Collaboration
  - Microsoft Excel & Office Suite
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## **LANGUAGES**

- English — Proficient (Fluent)
  - Urdu — Native
  - Arabic — Basic conversational
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## **AVAILABILITY**

- Currently in Jeddah, Saudi Arabia
- Transferable Iqama (Issuance in Process)
- Available Immediately
- Open to Roles Across Saudi Arabia

# ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD



Serial No. **01980**

## PROVISIONAL RESULT CARD

Name **MUHAMMAD ZIA UL HAQ**  
 Father's Name **KHUSHI MUHAMMAD KHURSHID**  
 Address

Roll No. **408099104**  
 Registration No. **08PST02881**  
 Final Semester **Spring 2010**

Tehsil **SIALKOT**  
 District **SIALKOT**  
 has successfully completed

**Bachelor of Commerce**

The detail of passed courses are as under:

Semester	Course Code	Title of Course	Marks	
			Maximum	Obtained
Spring 2008	438	Principles of Accounting	100	68
Spring 2008	463	Fundamentals of Business	100	68
Spring 2009	460	Mercantile Law	100	61
Spring 2009	470	Principles of Marketing	100	71
Spring 2009	435	English	100	64
Autumn 2009	416	Islamiat	100	77
Autumn 2009	417	Pakistan Studies	100	70
Autumn 2009	444	Advance Accounting	100	68
Autumn 2009	481	Auditing	100	74
Autumn 2009	402	Economics	100	64
Spring 2010	456	Business Taxation	100	66
Spring 2010	462	Cost Accounting	100	72
Spring 2010	1429	Business Maths & Stat-I	100	76
Spring 2010	1430	Business Maths & Stat-II	100	73



**Total Credits: 08**

Total Marks / Obtained **1400 972**

Result Declared on **February 22, 2011**

Percentage / Grade **69 B**

Date of issue **May 26, 2011**

# Allama Iqbal Open University Islamabad



Serial No. 3621

Certified that Mr. / Ms. MUHAMMAD ZIA UL HAQ

Son / Daughter of KHUSHI MUHAMMAD KHURSHID


Registration No: 08PST02881 Roll No: 408099104

having completed the prescribed requirements in semester  
Spring 2010 is awarded the degree of:

## Bachelor of Commerce

He / She has secured 69 % marks and has been placed in B grade.

  
CONTROLLER OF EXAMINATIONS

  
Result declared on February 22, 2011





VICE-CHANCELLOR

ISLAMABAD. DATED May 26, 2011



**The Institute of  
Chartered Accountants  
of Pakistan**

EX/IT/SPRING 2009

**HEAD OFFICE**  
*(Examination Department)*

August 04, 2009

(CRN-44079 , Roll# 4044079)  
**HAFIZ MUHAMMAD ZIAULHAQ**  
MOHALLA HUNTERPURA, P. O. GOHDPUR,  
TEHSIL & DISTRICT SIALKOT.  
Phone# 052-4265324

Dear Student,

**CERTIFICATE OF PASSING FOUNDATION EXAMINATION SPRING 2009.**

In continuation of our letter of even number dated May 06, 2009 on the above subject. We are pleased to enclose herewith the certificate of passing the above examination issued in your favor.

Please acknowledge receipt.

Yours sincerely,

**Syed Masood Akhtar**  
Director Examinations

Enclosed : as above

**(Established under the Chartered Accountants Ordinance, 1961 - X of 1961)**

**The Institute of Chartered Accountants of  
Pakistan**

ESTABLISHED UNDER THE CHARTERED



ACCOUNTANTS ORDINANCE, 1961 (X OF 1961)

**Examination Certificate**

This is to Certify that

*Hafiz Muhammad Ziaulhaq*

*S/o Khushi Muhammad Khurshid*

has passed the Foundation Examination  
held by

**The Institute of Chartered Accountants of Pakistan**

in the month of *March 2009*

Given under the seal of the Institute

this *Sixth* day of *May 2009*

President

Secretary

شهادة شكر وتقدير

## Certificate of Appreciation

منحت الى  
Awarded to

**Muhammad Ziaulhaq (C 1135712)**  
**AL-ZAMIL – MATERIAL PLANNER**

would like to express its thanks and appreciation for your contribution to the (PLANT MAINTANCE) during the OCT-NOV , 2019 implementation cycle which led to the remarkable achievements.

التاريخ

Date: November 24, 2019



FAHAD A. AL-NAJRANI

Manager , CWS Department

## CERTIFICATE OF APPRECIATION

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Awarded to:

**Muhammad Ziauhag (C 1135712)**



In recognition for his service with the Arabian Petrochemical Company (PETROKEMYA) thru Zamil Air Conditioning and Refrigeration services Co. (L.L.C), we please to express our appreciation and gratitude for the remarkable contribution and professionalism he had shown as MATERIAL PLANNER during the tenure in Central Maintenance Department (CMD) from 2018 to 2019.

Qahtani-Al, Hussain A.  
Central Maintenance Department

Date  
Dec, 2019

KINGDOM OF SAUDI ARABIA  
MINISTRY OF INTERIOR

2337  
MRo/44b



وزارة الداخلية  
RESIDENT IDENTITY  
MUHAMMAD ZIA UL HAQ K. KHURSHID

محمد ضياء الحق خورشيد

الرقم ٢٤١٨٣٥٩٤٢٢ نسخة ١

مكمل الإصدار الاسم

الاستمارة ١٤٤٣/٠١/٠٦ للبلاد ١٩٨٥/٠٥/١٦

تاريخ الترخيص تاريخ الميلاد

الجنسية باكستان

صالحه تعطل شركة الزوايا لتقديم الترخيص و التبريد

2418259426

MUHAMMAD ZIA UL HAQ K. KHURSHID



University of  
Management  
and Technology

**DEAN'S  
MERIT  
AWARD**  
**SCHOOL OF  
BUSINESS AND  
ECONOMICS**

114932-053  
ID NUMBER

4<sup>TH</sup> SEPTEMBER 2012  
DATE OF ISSUANCE

# Certificate of Merit

In recognition of the fulfillment of  
prescribed requirements

**MUHAMMAD ZIA UL HAQ**

is awarded this certificate  
on securing semester  
CGPA 3.94 / 4.00 in

Master of Business Administration

in Spring 2012 Semester



Controller of Examinations



Dean



Rector

C. No: 008132

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ

Ref. MBA-U005-15

ID. 114932-053



## University of Management and Technology

In recognition of the successful completion of the prescribed Course of Study confers upon



**MUHAMMAD ZIA UL HAQ s/o KHUSHI MUHAMMAD KHURSHID**

the Degree of

**MASTER OF BUSINESS ADMINISTRATION**

as Trust with all rights and privileges.

Granted at Lahore, Pakistan, this

**TWELFTH DAY OF MAY TWO THOUSAND AND FIFTEEN**

Chairman  
Board of Governors



Rector



# University of Management and Technology

C. No: 008244

## Transcript

School of Business and Economics

ID. No: 114932-053

Degree: Master of Business Administration

Name: MUHAMMAD ZIA UL HAQ

Major: Supply Chain Management

Father's Name: KHUSHI MUHAMMAD KHURSHID



Course Code	Course Title	Cr. Hrs	Grade	G.P.
<b>Fall 2011</b>				
MG500	Business Ethics	3	A	12.0
EN232	Communication Skills I	3	A	12.0
QM480	Business Mathematics	3	A+	12.0
IS528	Computer Application	3	B	9.0
MG525	Dynamics of Management	3	B+	9.9
Cr. Hrs. Earned: 15		SGPA: 3.66		

<b>Spring 2012</b>				
QM545	Quantitative Techniques & Methods	3	A	12.0
EC535	Business Economics	3	A	12.0
AC525	Financial Accounting	3	A	12.0
LW501	Business Law	3	A	12.0
MG545	Leadership and Organization Behavior	3	A-	11.1
Cr. Hrs. Earned: 15		SGPA: 3.94		

<b>Fall 2012</b>				
QM555	Data Modeling and Decisions	3	A-	11.1
IS550	Management Information Systems	3	A-	11.1
MK525	Marketing Management	3	B	9.0
SD342	Communication Skills II	3	B	9.0
AC535	Managerial Accounting	3	B+	9.9
Cr. Hrs. Earned: 15		SGPA: 3.34		

<b>Spring 2013</b>				
FN550	Financial Management	3	A	12.0
MG540	Human Resource Management	3	A-	11.1
SD535	Business Communication Workshop	3	B	9.0
OM565	Operations Management	3	C	6.0
MK565	Business Research	3	C-	5.1
Cr. Hrs. Earned: 15		SGPA: 2.88		

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Course Code	Course Title	Cr. Hrs.	Grade	G.P.
<b>Fall 2013</b>				
EC545	Managerial Economics	3	A	12.0
FN590	Corporate Finance	3	A	12.0
SM615	Managing Supply Chain	3	A-	11.1
SM650	Project Management	3	B-	8.1
MK585	Strategic Marketing	3	B+	9.9
Cr. Hrs. Earned: 15		SGPA: 3.54		

<b>Spring 2014</b>				
SM630	Logistics Management	3	A	12.0
IS620	Enterprise Resource Planning System	3	A	12.0
MG589	Strategic Management	3	A-	11.1
SM687	Quality Assurance in Supply Chain	3	A-	11.1
MK652	Strategic Brand Management	3	B+	9.9
Cr. Hrs. Earned: 15		SGPA: 3.74		

<b>Fall 2014</b>				
SM653	Vendor Selection & Development	3	A	12.0
SM637	Production Planning and Inventory Control	3	A-	11.1
SDW601	Internship	0	P	-
Cr. Hrs. Earned: 6		SGPA: 3.85		

--- End of Transcript ---

Credit Hours Earned : 96      Credit Hours for GPA : 96      Total Grade Points : 339.60      CGPA : 3.54 / 4.00

Degree Completed

Date: 17 APR 2015  
Record No: UF 3249 - 1047

E & OE

Controller of Examinations

Dean

Registrar



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ  
بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



ID. C1135712  
Exp.31/12/2018

محمد ضياء  
MOHAMMAD .Z. ULHAQ

الصيانة المركزية  
CMD

**AL- KARAM PHARMACY**  
(Registered Pharmacy & Healthcare Supplier)

Date: June 5, 2025

**TO WHOM IT MAY CONCERN**

This is to certify that **Mr. Muhammad Zia-ul-Haq** was employed at **Al Karam Pharmacy (DSL# 09-343-0152-0290830)** as a **Procurement Manager** from **July 1, 2021, to May 31, 2025.**

During his tenure, he was responsible for a wide range of procurement and supply chain functions. His key duties included:

- Sourcing and purchasing pharmaceutical and healthcare products from approved suppliers.
- Evaluating and negotiating contracts with vendors to achieve cost efficiency.
- Managing inventory levels to prevent stock-outs and overstocking.
- Coordinating with internal departments to forecast procurement needs.
- Preparing purchase orders and ensuring timely delivery of goods.
- Ensuring compliance with regulatory and quality standards.
- Monitoring supplier performance and resolving supply chain issues.
- Implementing cost-control strategies and improving procurement workflows.

Mr. Zia-ul-Haq consistently demonstrated professionalism, integrity, and commitment to excellence. His contributions to the organization were highly valued.

We wish him continued success in all future endeavors.

Sincerely,



**K.M Khurshid**  
**Managing Director**  
**Al Karam Pharmacy**



Certificate no: UC-3825ccf5-59f1-4876-b594-e01f77a082a5

Certificate url: [ude.my/UC-3825ccf5-59f1-4876-b594-e01f77a082a5](https://ude.my/UC-3825ccf5-59f1-4876-b594-e01f77a082a5)

Reference Number: 0004

CERTIFICATE OF COMPLETION

# SAP for Beginners course | SAP ERP with practice

Instructors **Artur Paziewski**

## Muhammad Ziaulhaq

Date **Jan. 7, 2025**

Length **4.5 total hours**



Certificate no: UC-0b9a398f-c204-43b9-a8a0-e088b84706ea

Certificate url: [ude.my/UC-0b9a398f-c204-43b9-a8a0-e088b84706ea](https://ude.my/UC-0b9a398f-c204-43b9-a8a0-e088b84706ea)

Reference Number: 0004

CERTIFICATE OF COMPLETION

# **RISK MANAGEMENT for Supply Chain & Procurement (2024)**

Instructors **Robert Freeman**

## **Muhammad Ziaulhaq**

Date **Jan. 14, 2025**

Length **1 total hour**



Certificate no: UC-7c539b59-1f4a-41b3-aed5-4ec2e166e746

Certificate url: [ude.my/UC-7c539b59-1f4a-41b3-aed5-4ec2e166e746](https://ude.my/UC-7c539b59-1f4a-41b3-aed5-4ec2e166e746)

Reference Number: 0004

CERTIFICATE OF COMPLETION

# CSCA - Certified Supply Chain Analyst

Instructors **Dr. José Prabhu J**

## Muhammad ziaulhaq

Date **Jan. 17, 2025**

Length **4.5 total hours**