

# ASSAF ALZUGHAIBI

## INDUSTRIAL ENGINEER

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### PERSONAL SUMMARY

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• Fresh Graduate looking to obtain a challenging position as an Industrial Engineer in a distinguished organization where I can apply my academic knowledge and practical experience to contribute to the organization's growth and success.

### Education

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**Taibah University** 2025 | Medina  
BACHELOR'S DEGREE Engineering (Industrial Engineering)

### Professional Experience

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**Procurement and Contracts Department** 2025 | Riyadh

**COOP Trainee-Shibh Al Jazira Contracting Company (SAJCO)**

- Managed purchasing operations and negotiated contracts with suppliers to ensure the best prices and quality.
- Developed procurement strategies and conducted market analysis to improve efficiency and reduce costs.
- Coordinated with internal teams to ensure project needs were met in a timely manner.
- Prepared and presented regular reports on procurement and contract performance to senior management.
- Gained valuable experience in procurement and contracts management, learning how to apply best practices in supply chain management.

**Assistant branch manager** 2021 – 2025 | Medina

**Kyan Café**

- Coordinates communication with branch staff.
- Oversees banking services, especially customer service, to ensure excellence; contacts or assists customers and prospective customers.
- Monitoring daily operations, including cashier and teller activities, to ensure adherence to company policies and procedures.

### Graduation project

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The graduation project was about improving the production line at Al-Qimma Factory Thope, and we used the DMAIC approach to define the problem and used the Arena program, and applied some methods from the materials of facility planning, quality control, ergonomics, work measurement. We also used the 5S approach, PDCA, SWOT, Gant chart, check list, ANOVA, VOC, Radar chart and other approaches.

### Courses

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**Project Quality Management (Doroob)**

**Data Analysis (Doroob)**

**Fundamentals of Electronic Retail and Supply Chain (Doroob)**

### Languages

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• Arabic( Native)

• English(Fluent)

### Skills

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**TECHNICAL SKILLS**

- Arena
- CNC Simulator Pro
- CNCMotion Configuration
- SpectraCAM Turning
- SpectraCAM Milling
- SpectraCAD Engraver
- Minitab
- Microsoft Office

**SOFT SKILLS**

- Creativity
- Time Management
- Problem-Solving
- Public Speaking
- Team work
- Project Management
- Performance Tracking and Monitoring
- Client Relationship Management
- Inventory management
- Point of sale Management solutions