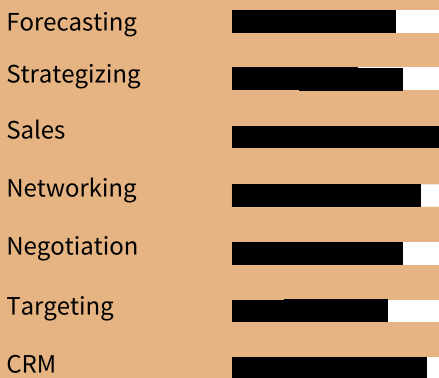




# ABDUL RAHMAN BILAL

## Procurement & Logistics Coordinator

### SKILLS



### ABOUT ME

- INDIAN
- +966 57067 4098
- abdulrahmanbilal10@gmail.com
- Abdulrahmanbilal
- Current Location: Riyadh
- Visa Status: Valid (Tranferable Sponsorship)
- Valid Driving Licence

### EDUCATION

P.A. OF ENGINEERING AND MANAGEMENT	2021
DIPLOMA IN ENGINEERING (CIVIL) (6.46 - CGPA)	
MILAGRES HIGHER PRIMARY SCHOOL, MANGALORE	2018
10TH - SSLC (412/625)	
QUALITY ASSURANCE, QUALITY CONTROL & NDT	2022
ASNT NDT LEVEL 3	

### OBJECTIVE

A highly organized and detail-oriented professional with extensive experience in both procurement and logistics coordination. Proven track record of managing vendor relationships, optimizing supply chain operations, negotiating contracts, and ensuring efficient delivery of goods and services. Skilled in inventory management, cost reduction, and ERP systems, seeking to leverage my expertise in procurement and logistics to contribute to a dynamic team and drive operational efficiency.

### EXPERIENCE

<b>Durar Masagh Trading Company</b>	Oct 2024 - Present
Procurement Supply Chain Coordinator	
<b>Larsen &amp; Toubro Ltd SA.</b>	Dec 2023 - Aug 2024
<b>Subcontractors: Al Haya Contracting Co.</b>	
Business Coordinator	
<b>MAK Infrarealty Pvt Ltd.</b>	Jul 2021 - Aug 2021
Site Engineer	

### Durar Masagh Trading Company. Oct 2024 - Present

#### Supply Chain | Procurement | Logistics Coordinator

- A motivated and detail-oriented Supply Chain Coordinator with hands-on experience in procurement, logistics, and inventory management. Currently working at Durar Masagh, handling end-to-end supply chain operations including vendor coordination, purchase order processing, shipment tracking, and landed cost calculations. Skilled in using ERP systems, supporting cross-functional teams, and ensuring timely and cost-efficient material flow. Proven ability to work under pressure, manage multiple responsibilities, and contribute to smooth operational workflows.

## TECHNICAL SKILLS

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- ERP software (SAP, Oracle, Zoho)
- Excel (VLOOKUP, Pivot Tables)
- Inventory management systems
- Logistics tracking tools
- Data analysis
- Creating purchase orders (POs)
- Incoterms knowledge
- Landed cost calculation

## INTERESTS

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GAMING



FOOTBALL



TRAVELLING

## LANGUAGES

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### ● Larsen & Toubro Ltd SA.

Dec 2023 - Aug 2024

#### Subcontractors: Al Haya Contracting Co. Business Coordinator

- Coordinated day-to-day operations at the L&T Solar Project in Ar Rass, overseeing site activities and ensuring smooth project execution.
- Managed the procurement of materials and logistics, ensuring timely delivery and proper documentation for installation.
- Liaised with engineers, subcontractors, and suppliers to resolve issues and maintain project schedules.
- Maintained safety protocols, conducted site inspections, and ensured compliance with project standards.

### ● K2K INFRASTRUCTURE Pvt Ltd.

Jul 2021 - Aug 2021

#### Intern

- Results-driven Site Engineer with extensive experience in managing and overseeing construction projects from start to finish. Proficient in ensuring that all site activities comply with safety, quality, and regulatory standards. Skilled in interpreting blueprints and technical drawings, managing site resources, and addressing on-site challenges to keep projects on track. Strong communicator with the ability to coordinate effectively with contractors, subcontractors, and project teams to meet deadlines and budget requirements.

I hereby declare the above mentioned statements are true and correct to my knowledge.