

**Weal Mohamed Abdulrahman.**  
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## ❖ Professional Summary

Procurement and Supply Chain Specialist with over 12 years of experience managing strategic sourcing, contract negotiation, and supplier relations across high-profile projects in Saudi Arabia, including NEOM, Aramco, Riyadh Metro, and Royal Palaces. Adept in ERP systems (Oracle, SAP, Microsoft Dynamics AX) and recognized for driving cost reductions, improving procurement efficiency, and ensuring timely delivery in complex, high-security environments. Committed to aligning procurement operations with Vision 2030 sustainability and performance goals.

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## ❖ Skills and Competencies

- Strategic Procurement & Sourcing
  - Supplier & Vendor Relationship Management.
  - Contract Negotiation & Cost Optimization.
  - Risk Assessment & Mitigation.
  - Logistics, Warehousing & Inventory Control.
  - ERP Systems: Oracle, SAP, Microsoft Dynamics AX, Microsoft Office.
  - Reporting & Data Analysis.
  - Document Control Managing and overseeing documents for a specific project or an entire organization.
  - Languages: Arabic (native), English (full proficiency).
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## ❖ Career History

### German Technical Service Co – Saudi Arabia

#### Logistics & Warehouse Coordinator | Dec 2024–Present King Salman Park Project

- Coordinating transportation and shipping operations.
- Communicating with suppliers and customers to ensure timely delivery of goods and the best quality.
- Receiving and unloading goods: Ensuring consistent quantity and quality.
- Organizing and storing products: According to a specific, easy-to-use system.
- Inventory management: Tracking quantities, identifying shortages, and providing periodic reports.
- Preparing status reports: On goods movement, inventory, and potential problems.

### BSS Joint Venture (Bawani, Salini, Sajco) – Saudi Arabia

#### Procurement Officer | Sep 2022–Dec 2024 King Faisal Air Academy-Project

- Supervised the procurement of civil materials and equipment for the King Faisal Air Academy project.

- Determined the company's material and service needs in coordination with various departments.
- Negotiated prices and contracts to obtain the best possible terms.
- Issued purchase orders and monitored their execution to ensure timely delivery.
- Improved supplier evaluation, resulting in a 20% reduction in lead time.
- Issued spending analysis reports that contributed to a 10% reduction in procurement expenses.
- Ensured compliance with procurement policies, resulting in improved on-time payment from suppliers.
- Monitored inventory and coordinated with warehouse management to avoid any shortages or surpluses.

### **Haraf Al-Etqan Contracting EST. – Saudi Arabia**

#### **Procurement Coordinator | Jan 2021–Mar 2022**

- Issued purchase orders and monitored their execution to ensure timely delivery.
- Expanded supplier base by onboarding 10+ new vendors, enhancing sourcing diversity.
- Strengthened coordination with warehouse & finance, reducing invoice delays by 30%.
- Documented and reported purchasing activities, ensuring 100% policy compliance.
- Prepare comprehensive periodic reports on the company's purchases to support decision-making and improve spending efficiency.
- Monitored inventory and coordinated with warehouse management to avoid any shortages or surpluses.

### **Al-Rmelah Contracting International – Saudi Arabia**

#### **Procurement Officer | Jan 2020–Dec 2021**

- A- Palace of His Highness Prince Miteb bin Abdullah-Project
- B- Palace of Her Highness Princess Nouf bint Abdullah-Project
- C- NEOM Royal Conference Hall-Project

- Ensure the timely provision of essential materials for major projects and ensure smooth operations.
- Establish and maintain procurement records to accurately and effectively track the status of orders and shipments.
- Continuously collaborate with suppliers to address supply chain challenges and ensure a stable flow of materials.
- Prepare detailed periodic reports on procurement activities to support decision-making and improve procurement performance.
- Monitor the supply status of backorders and expedite procedures to avoid their impact on projects.
- Coordinate with warehouse management to issue receipts for received materials and ensure timely payment of supplier invoices.

### **Azmeel Contracting Companies – Saudi Arabia**

#### **Procurement Coordinator | May 2013–Dec 2019, Civil & Finishing Material, Equipment**

- A- ITCC -General Retirement Authority Project-Riyadh.
- B- Future Project-Riyadh Diplomatic Area.
- C- Riyadh Metro Station Project-King Khalid Airport.
- D- Dhahran Aramco Project-Dammam.

- Execute and follow up on purchase orders according to project schedules to ensure timely availability of materials.
  - Coordinate logistics operations for material deliveries and address issues related to damaged goods or delayed shipments.
  - Prepare periodic analytical reports on the company's purchases, contributing to improved spending efficiency and decision-making.
  - Monitor supply chains to ensure backorders are processed and avoid any negative impact on workflow.
  - Negotiated vendor contracts that achieved 10% cost reductions.
  - Introduced a procurement tracking system that improved reporting accuracy and minimized backorders.
  - Inventory management: Tracking quantities, identifying shortages, and providing periodic reports.
  - Strengthened coordination with warehouse & finance, reducing invoice delays by 30%.
  - Improved supplier evaluation, resulting in a 20% reduction in lead time.
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#### ❖ Education

**B.Sc. in Social Service** – South Valley University, Egypt (2006)

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#### ❖ Languages

Arabic: Native

English: Fluent

# هوية مقيم

رقم النسخة ٨

المملكة العربية السعودية



وزارة الداخلية



وائل محمد محمد عبد الرحمن

WAEIL MOHAMED MOHAMED ABDEIRAHMAN

رقم الهوية: ٢٣٣٠٠١٣٩١٩ تاريخ الانتهاء: ٢٠٢٦/٠٧/١٢

تاريخ الميلاد: ١٩٨٤/٠٣/١٢ مكان الميلاد: مصر

الجنسية: مصر الديانة: الاسلام

المهنة: أخصائي خدمة اجتماعية

هوية صاحب العمل: ٧٠٠٨٢٢٣٩٢٢

مكان الإصدار: جوازات نجران

مكان العمل: منطقة الرياض

اسم صاحب العمل: مؤسسة خياط حنين شاهر فهد المطيري للخياطة



يجب التحقق  
من الرمز السريع  
قبل اعتماد  
التعامل مع الهوية





# رخصة سياقة

المملكة العربية السعودية

وزارة الداخلية



وائل محمد محمد عبدالرحمن

WAEIL MOHAMED MOHAMED ABDEIRAHMAN



ID Number: **2330013919**

رقم الهوية: ٢٣٣٠٠١٣٩١٩

License Type: **PRIVATE**

نوع الرخصة: خصوصي

Issue Date: **18/06/2023**

تاريخ الإصدار: ٢٠٢٣/٠٦/١٨

Date of Birth: **12/03/1984**

تاريخ الميلاد: ١٩٨٤/٠٣/١٢

Nationality: **Egypt**

الجنسية: مصر

Expiry Date: **24/04/2028**

تاريخ الانتهاء: ٢٠٢٨/٠٤/٢٤

Blood Type: **AB+**

فصيلة الدم: AB+



يجب التحقق  
من الرمز السريع  
قبل اعتماد  
التعامل مع الهوية