

BHARANIDHARAN SUNDARAJAN

RIYADH, RIYADH REGION 13212

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PROFESSIONAL SUMMARY

Accomplished procurement specialist with expertise in strategic sourcing, vendor management, and cost analysis and negotiation. 8+ years of Experience with Proven track record in procurement planning, inventory control, and purchase order oversight. Adept at compliance and risk assessment, ensuring optimal operational efficiency.

WORK HISTORY

PROCUREMENT MANAGER

Sama Gulf Company Ltd. | Riyadh, Saudi Arabia | November 2021 - current

- Develop and implement procurement strategies aligned with project timelines and company goals.
- Create annual procurement plans, cost-saving strategies, and supplier performance targets.
- Ensure procurement processes follow Saudi regulations, company policy, and project-specific requirements.
- Lead demand forecasting in coordination with engineering, planning, and project teams.
- Prepare RFQs, RFPs, comparison sheets, negotiation summaries, and purchase orders.
- Review and finalize purchase contracts while ensuring risk mitigation and compliance.
- Maintain accurate procurement documentation, supplier databases, and contract records.
- Work closely with project managers, site teams, planning, and engineering to ensure timely material delivery.
- Monitor procurement schedules and align with project timelines to prevent site stoppages.
- Support logistics planning for local and international shipments (customs, SASO, SFDA, etc.).
- Resolve any procurement-related issues impacting site execution.
- Monitor market trends, material price fluctuations, and lead times to support budgeting.
- Implement cost-control measures to reduce project expenses.
- Approve purchase orders within delegated authority limits and manage budgets for large projects.

PROCUREMENT ENGINEER

Sim Arabia Company Ltd. | Riyadh, Saudi Arabia | October 2019 - October 2021

- Evaluated potential suppliers based on price, quality, and delivery capabilities.
- Solicited and analyzed quotations for competitive pricing.
- Prepared purchase orders to ensure timely material and service delivery.
- Maintained supplier databases for accuracy and compliance.
- Negotiated pricing and terms with vendors for cost-effective outcomes.
- Drafted and managed supplier contracts and service-level agreements.
- Monitored vendor performance to address issues promptly.
- Ensured adherence to procurement policies and quality standards.

PROCUREMENT ENGINEER

Avalon technology Private Ltd. | Chennai, India | August 2017 - August 2019

- Managed end-to-end procurement operations for materials, supplies, and services.
- Developed vendor management strategies that reduced material costs by 12% through effective negotiation.
- Conducted market research to identify suppliers and alternatives, improving sourcing efficiency.
- Collaborated with finance and inventory teams to monitor stock levels and forecast needs.
- Prepared purchase orders while maintaining accurate procurement records and compliance.
- Ensured timely delivery and quality assurance by coordinating with suppliers and logistics providers.
- Utilized ERP systems (SAP / Oracle) to track orders and generate procurement reports.

SKILLS

- Strategic sourcing
- Vendor management
- Cost analysis and negotiation
- Procurement planning
- Inventory control
- Purchase order oversight
- Compliance and risk assessment

EDUCATION

BACHELOR OF ENGINEERING Electronics and Communication Engineering
Vaigai College of Engineering
Madurai, India | August 2013 - April 2017

PERSONAL DETAILS

Date of Birth / Age: 08/11/1995
Marital status: Married
Passport: P0197237

Nationality: Indian
Gender: Male

LANGUAGES

English

Fluent

Tamil

Native

Malayalam

Advanced

Hindi

Fluent

Telugu

Fluent

Arabic

Intermediate

CERTIFICATIONS AND LICENSES

Saudi Council of Engineering (SCE) Member (ID: 1190440)
Valid Driving License KSA.