

AMAL SHA S

PROCUREMENT ENGINEER



- +966 542152415
- amalsha889@gmail.com
- <https://wa.link/dhhbt5>
- Dammam, Saudi Arabia
- Iqama : Transferable

PROFILE

With total 5 years of dedicated experience in procurement, I currently serve as a procurement engineer in the HVAC department of a leading contracting company. My expertise spans strategic sourcing, supplier management, and contract negotiation within the construction industry. I am passionate about optimizing procurement processes to ensure timely project delivery while maintaining cost efficiency.

SKILLS

- Procurement Engineering
- Material Submittals and Documentation
- Negotiation and Vendor mangemnet
- HVAC and MEP Engineering
- Cross functional coordination
- Purchase order creation
- Microsoft Excel, ERP, Odoo, Outlook
- Client management
- Material Reports Generation
- Data Analysis, Microsoft Azure, Tableau

EXPERIENCE

1. PROCUREMENT ENGINEER

Ali Bin Qashash Al Omari Gen.Cont.Co, Dammam, Saudi Arabia
01/06/2023 - Till Date

- Procurement of HVAC materials such as units, Duct heaters, VAVs, Dampers, Air outlets, DDC panels and various bulk materials for ARAMCO, SABIC and different private projects in different locations of Saudi Arabia
- Preparation of detailed material submittals, NMRs, TBEs and other Documents adhering to project pecefications, IFC schedules, engineering drawings etc and finally submitting them to clients for approval.
- Negotiating with suppliers till the targeted prices are achieved based on the cost sheet, securing favoravle terms and delivery schedules.

2. PROCUREMENT ENGINEER

Intimate Machines Pvt Ltd, Trivandrum, India
20/12/2021 - 24/01/2023

- Sourcing raw materials such as metals (aluminum, steel), plastics, electronic components (sensors, actuators), motors etc which is required for the production and assembling of machines such as Folding machines, hot foil stamping machines, paper handling machines etc
- Identifying and purchasing specialized tools and equipment necessary for manufacturing and assembly processes.
- Developed a diversified supplier base to mitigate risks and ensure continuity of supply, leveraging relationships with key vendors to negotiate favorable terms and maintain competitive pricing

EDUCATION

B.TECH MECHANICAL ENGINEERING

Muslim Association College Of Engineering

2014-2018
6.67 CGPA

NON DESTRUCTIVE TESTING AND QUALITY CONTROL

Techmax Institute,Trivandrum
2018

DATA SCIENCE AND ARTIFICIAL INTELLIGENCE

Avodha Educational Institution
2022

LANGUAGES

- English - Read, Write, Speak
- Hindi - Read, Write, Speak
- Malayalam - Read, Write, Speak
- Arabic - Read, Write
- Tamil - Speak

3. PROCUREMENT COORDINATOR

Vecare Consumer Science Pvt Ltd, Bengaluru,India
25/03/2019 - 06/10/2021

- Responsible for the purchase of electronic spare parts panels PCBs, compressors, etc for various electronic devices such as smart TVs, Washing machines, ACs, Refrigerators, Water purifiers etc
- Delivery Coordination for spare parts from brands such as Xiaomi, Koryo,JVC, Eureka Forbes etc to our storage facility
- Cross functional coordination with Brand mangers, Technicians and customers to ensure the timely installation and repairing of devices

CERTIFICATIONS

BACHELOR OF TECHNOLOGY

University of Kerala

NON DESTRUCTIVE TESTING LEVEL II

Techmex Institute

QA/QC PIPING AND WELDING

STED council

MICROSOFT AZURE

Microsoft

DATA SCIENCE AND ARTIFICIAL INTELLIGENCE

Avodha Institute

INTERESTS

- International Procurement
- Supply chain management
- Cost optimization strategies
- Technology Integration
- Data Analytics
- Cloud computing

PERSONAL PROFILE

- Name : AMAL SHA S
- Date of birth : 14/07/1996
- Nationality : Indian
- Current Place : Dammam, Saudi Arabia
- Community : Islam
- Marital status : Single
- Passport No : U7045716

REFERENCES

1. Mr. Farhan Parayanghat, Procurement Manager

(Ali Bin Qashash,+966 508329993)

2. Mr. Jishnu K.K, Quality Control Manager

(Intimate Machines Pvt Ltd,+91 7560898390)

3. Mr.Sunil Kumar, Branch Manager Kerala

(Vecare Consumer Science, +91 9349848419)

DECLARATION

I hereby declare that the above particulars of facts and information stated are true, correct and complete to the best of my belief and knowledge.