

# Mustafa Abdou, (CPPM/CISCM)

Director of Procurement

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Procurement Manager | Mechanical Engineering Background A results-driven Procurement Manager with a strong foundation in Mechanical Engineering. Experienced in developing and executing strategic procurement plans that drive efficiency, cost savings, and value across the supply chain. Skilled in fostering collaboration and integration among stakeholders, ensuring alignment with business objectives and enhancing overall outcomes. Proven track record in optimizing procurement processes through clear objective setting, effective KPI management, and continuous improvement. Passionate about innovation and process development, with a focus on overcoming challenges through dedication, determination, and teamwork

Highlights: Cost Savings & Budget Management: Reduced surplus and waste via a Materials Control Program, achieving 5-10% annual savings. Process Optimization: Automated Purchase Requests, cutting delays and boosting efficiency. Supplier Management: Built strong vendor relationships, enhancing collaboration and sourcing. Strategic Planning: Improved budgeting accuracy and cost control through a project database. Performance Metrics: Streamlined processes, increasing e-Procurement and delivery efficiency.

## Work Experience

**Director of Procurement** Jun 2025 - Present

*ABDULMOHSEN ALTAMIMI CONTRACTING | Saudi Arabia*

Leading the procurement function at Abdulmohsen Al Tamimi Contracting a major player in Saudi Arabia's construction sector, with a focus on: Strategic sourcing & category management across infrastructure, civil works, MEP, and finishing packages Building and restructuring the procurement organization to drive efficiency, compliance, and cost optimization Overseeing end-to-end procurement operations from planning and tendering to contract execution and vendor performance Implementing ERP and digital procurement solutions to enable data-driven decision making Establishing vendor prequalification, evaluation, and performance tracking frameworks Collaborating closely with project, finance, and executive teams to align procurement with company objectives

**Procurement Manager** Jul 2019 - Apr 2025

*Alghanim Industries | Kuwait*

- Managing local and international procurement for:
- Food & Beverage:
  - Costa Coffee: 200 stores across GCC (Kuwait, KSA, Qatar, Oman).
  - Wendy's: 32 restaurants across GCC (Kuwait, KSA, UAE).
- Retail & Offices:
  - Xcite Electronics: 30 stores in GCC (Kuwait, KSA).
  - Safat Home: 11 stores in Kuwait. ○ Automotive brands (GM, Ford, Honda).
- Evaluating suppliers/contractors on price, quality, and delivery performance.
- Establishing and monitoring procurement KPIs.
- Developing tools to streamline and monitor procurement activities.
- Digitizing the Purchase Request process using Power Apps to enhance efficiency and maintain permanent records.

**Procurement Manager** Oct 2016 - Jun 2019

*Gas & Oil Field Services Company | Kuwait, Ahmadi*

- Established and structured the procurement department with standardized procedures and formats.

- Managed all local and international procurement activities across diverse operations.
- Developed comprehensive daily and monthly monitoring reports for project and department performance.
- Supervised the implementation of a new ERP system for streamlined procurement processes.
- Evaluated suppliers based on price, quality, and delivery performance, ensuring optimal selections.
- Established key supply chain KPIs and benchmarks for effective planning and performance tracking.
- Ensured strict adherence to procurement plans for projects and departments.
- Designed and deployed system tools to optimize and execute planned procurement processes.

**Procurement Unit Head** Sep 2008 - Oct 2016

*Kharafi National | UAE - Abu Dhabi | Kuwait*

- Managed all local and international procurement activities across operations.
- Provided guidance on procedural changes, work instructions, and operational best practices.
- Oversaw annual budget allocation and procurement control in alignment with company policies and authority levels.
- Contributed to the enhancement of procurement processes and procedures.
- Evaluated suppliers based on price, quality, and delivery performance.
- Established key KPIs and benchmarks for effective supply chain planning.
- Ensured adherence to procurement plans for each project.
- Directed delivery and expediting teams to ensure just-in-time material delivery.
- Developed system tools to streamline procurement processes.
- Finalized agreements for fast-moving items (PPE, tools, consumables, stationery, and equipment spare parts) using vendor-managed inventory concepts.

Major Projects Handled (2008-2011):

- 1- GASCO IGD Habshan 5 Process Plant - 2010 : 2.9 Billion AED
- 2- ADWEA WWTP BOOT (Treatment Plant) - 2008 : 1.4 Billion AED
- 3- Mubadala - Al Sowah District Cooling Plant -2010 : 400 Million AED
- 4- ADNOC - Infrastructure Works- 2010 : 140 Million AED
- 5- Saadiyat Island STP-2 Project - 2009 Million AED
- 6- FM of Abu Dhabi Police Premises - 2008 : 170 Million AED
- 7- ALDAR - Al Zeina Building Maintenance Services-2011: 50 Million AED

**Material Control senior/Unit Head** Jan 2006 - Sep 2008

*Kharafi National | Dubai*

- Performs audits associated with bills of materials, warehouse operations and inventory accuracy
- Oversaw all warehouse operations, including implementing work instructions and ensuring compliance.
- Developed training and evaluation strategies for Material Control Unit personnel, including hiring, assigning, and transferring staff.
- Managed and controlled budgets for stores administration and central warehouses.
- Maintained and organized capital asset registers using barcoding systems to eliminate duplicate purchases.
- Conducted periodic warehouse inspections and audits, reporting findings as per company policies.
- Coordinated with Project Managers to establish project storage facilities and address warehouse-related issues.
- Directed material flow to projects, monitored supplier deliveries, and tracked project progress against material consumption.
- Planned and evaluated material processes for construction programs to meet schedule milestones.
- Conducted audits on bills of materials, warehouse operations, and inventory accuracy.

Major Projects Handled (2006-2008)

- 1- Dubai Festival City - Zone 8 - 2006 : 310 Million AED
- 2- Central Utility Complex CUC 1 (Cargo) Jebal Ali Aripport - 2006 : 260 Million AED
- 3- Central Utility Complex CUC 2 (DLC) Jebal Ali Airport - 2006 : 140 Million AED

- 4- Solid Waste Management (EPC Contract) Abu Dhabi - 2007 : 650 Million AED
- 5- Danet Abu Dhabi Infra Structure/Chilled water Works - 2007 : 100 Million AED

**Project Engineer (Plumbing & Fire Protection)** Oct 2002 - Jan 2006

*Kharafi National / Dubai*

- Supervised and coordinated project activities within budget and time constraints, ensuring contract compliance and customer satisfaction.
- Monitored and assigned tasks to Site Engineers to maintain project efficiency.
- Controlled project-related expenses to align with organizational budgets and forecasts.
- Managed procurement activities for contracts and subcontracts.
- Conducted team briefings and inspections to ensure clear communication and understanding of work requirements.
- Oversaw QC reporting and collaborated with other departments and clients to meet production schedules and delivery deadlines.
- Reviewed and evaluated technical submittals and shop drawings to ensure compliance with project standards before submission to consultants and clients.

Major Project:

Project Name: Burjuman Expansion Centre Project – UAE / Dubai – 250M Dhs.

**Sales & Marketing Engineer** Mar 2000 - Sep 2002

*Abunayyan Trading / Saudi Arabia*

- Managed sales and marketing activities for KSB pumps, Valves, AMRI Valves, FILMTEC membranes, and Reddy Buffalo firefighting pumps.
- Developed strong relationships with consultants and design organizations to specify products during early project stages.
- Ensured smooth sales operations by following up with clients on quotes, deliveries, and payments.
- Built a wide network within organizations to facilitate sales and order processes.
- Created a detailed order history database to identify new opportunities, such as spare parts or maintenance contracts, and revive missed deals.
- Prepared sales plans based on existing offers, expected opportunities, and historical data.
- Delivered seminars to educate clients on product offerings and solutions.

**Marketing Engineer** Jan 1999 - Mar 2000

*AL GHANEM for trading and contracting / Jordan, Amman*

- Marketed diverse products, including filters, cyclones, screens, filter bags, oil separators, centrifuges, machine tools, press brakes, and shear machines.
- Collected pricing from suppliers or international markets and converted quotations for clients.
- Ensured successful deal closure by following up on quotes, deliveries, and payments.
- Built strong relationships within client organizations to streamline sales and order processes.
- Maintained a comprehensive order history database to identify new opportunities and recover missed deals.
- Developed sales plans based on existing, expected, and historical order data.

**Maintenance Engineer** May 1998 - Jan 1999

*International Tobacco & Cigarette Co. / Jordan, Amman*

- Maintaining & Repairing tobacco-making machines

**Core Skills**

Sales, Customer Relationship Management (CRM), Construction, Food and Beverage Operations, Retail, Stakeholder Management, Leadership, Infor Enterprise Resource Planning (ERP), Decision-Making, Computer Literacy, Supply Chain Optimization, Supplier Development, Management, Cost Reduction, Facility Management (FM), Strategy, Auditing, Supply Management, E-procurement, eSourcing

## **Education**

**Al-Balqa` Applied University** Jan 1993 - Jan 1998

**Bachelor Of Mechanical Engineering** Mechanical Engineering Section - Thermal and Hydraulic machines

**Al hussain Collage** Jan 1992 - Jan 1993

**High School**

## **Languages**

Arabic (Native or bilingual proficiency), English (Full professional proficiency)

## **Certificates**

**Certified International Supply Chain Professional/Manager(CISCP/CISCM)**

Jul 2021

IPSCMI, The International Purchasing and Supply Chain Management Institute

**Certified Professional Purchasing Manager -CPP and CPPM**

American Purchasing Society