



MOHD.SHAFIUDDIN

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CAREER OBJECTIVE

Intend to build a career with leading corporate of hi-tech environment with committed and dedicated people, which will help me to explore myself fully and realize my potential. Willing to work as a key player in challenging and creative environment.

Software's

- Microsoft Dynamics 365 (Web app)
- Microsoft Dynamics NAV 2017(ERP)
- Odoo ERP Software

Work Experience-Feb-20225-to Present date

Presently Working in **AL MOUSA Trading & Contracting** Company as a **Procurement Manager**.

- Managed end-to-end procurement operations for two manufacturing facilities:
(1) Wooden Works Factory (timber, MDF, hardware, finishes, machinery) and
(2) Upholstery Factory (fabrics, foam, leather, filling materials, upholstery accessories).
- Oversaw purchasing and supply chain activities for 10 retail furniture showrooms, supporting both in-house brands (Woody Home & Woody Office) and two Turkish franchise brands: Weltew (high-end furniture) and New Joy (children's furniture).

- Developed and executed procurement strategies aligned with production schedules, sales forecasts, and budget targets across factories and showrooms.
- Led local and international sourcing for raw materials, components, finished furniture, and accessories—ensuring consistent quality, competitive pricing, and on-time delivery.
- Coordinated imports from Turkey for franchise brands, managing vendor communication, order planning, shipment tracking, logistics, and customs clearance.
- Built and maintained strong relationships with local and international suppliers; negotiated contracts, payment terms, and volume-based pricing to reduce costs.
- Collaborated closely with factory managers, production planners, showroom managers, logistics, and finance to ensure seamless material flow and optimal inventory levels.
- Monitored supplier performance using KPIs such as quality compliance, punctuality, cost effectiveness, and service reliability.
- Implemented cost-saving initiatives, optimized inventory control, consolidated shipments, and reduced procurement lead times.
- Ensured timely replenishment of raw materials for production and finished goods for showrooms, preventing stockouts and reducing production downtime.
- Oversaw ERP-based procurement processes including purchase orders, RFQs, quotations review, and supplier performance documentation.
- Ensured procurement compliance with company policies, sustainability objectives, and local import regulations.

Work Experience-2016-to Jan-2025

Presently Working in BD Holding Company as a Snr. International Procurement Supervisor.

Job Responsibilities:

- Formulating and establishing professional purchase procedure for cost efficient purchase
- Yearly Purchasing Value of 17-Million USD
- Logistics-Customs yearly value (460 containers/year) 5-Million USD
- Product(furniture) purchasing value 12-Million USD
- To review supplier's quotations to determine best price, Right Place, Right Time and Delivery.
- Identified technical specification to prepare purchase orders in accordance with selected Supplier's.
- Supplier selection by evaluating the supplier with 3 criteria's supplier selection, Supplier Performance

Supplier evaluation

- Focus on supplier's improvement, sourcing of alternative supplier, while managing year on year Cost Initiatives
- Conducting frequent market survey to ensure quality and excellent prices for items to be purchased as exclusivity
- Making agreements with suppliers for supplying the goods as exclusive
- Making Contracts with supplier for production terms & delivery terms without deposit payments
- Following with the CFO for timely payments of the suppliers
- Following with the Warehouse s manager for stock posting & broken reports
- Following with Logistics and customs department for shipping and clearance process
- Supervising the team and assisting them and guiding them on right path
- Making agreement with suppliers for Rebate percentage of the total purchases of the year
- Well versed with negotiation tactics, contract review and closing of business deals.
- Prepare Monthly Payment Projection Report of Supplier's and submit to Finance Department.
- Following up with the suppliers for production status & loading status of the orders
- Prepare the quotations and submit to sales managers for projects
- Follow Up on the Project orders with the suppliers and timely deliver of the project order to Client site .
- Updating the sales managers weekly about the delivery of the orders
- Submitting Stock valuation report weekly
- Monitoring the stock weekly
- Placing timely orders for fast moving items
- Preparing the slow-moving items and make campaign for the slow-moving items with the help of Marketing & customer care department
- Good Command on ERP

Work Experience-2014-2015

Worked in Artec water systems UAE as a Project Coordinator

- Prepare the Quotations and submit to for approval
- Once approved procure the material form qualified suppliers
- Working approved suppliers
- Follow Up with the sales team for the quoted projects
- Preparing the technical teams for project sites
- Briefing the technical teams for ongoing projects for timely delivery and efficiency of quality maintenance
- Follow Up with the finance for timely payment of suppliers

Iqama Status

Transferable Iqama

Profession on Iqama – **Purchasing Representative**

Academic Qualifications

- B. Tech (Bachelors Of Technology)_ - **Discipline**—Information Technology
Passed from Jawahar Lal Nehru Technological University
Year of Passing -2013

Strengths

- Hardworking and enthusiastic towards Work.
- Good Communication Skills.
- Fast learner with good analytical approach.
- Confident and efficient in accepting assignments.

PERSONAL PROFILE

Father's name : Mohd. Yakub Pasha
Gender : Male
Date of Birth : 09-04 1990.
Passport Number : X9983825
Marital status : Married
Languages Known : Arabic(Manageable) English

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