



MOHAMED MOUSTAFA ATA

Procurement supervisor

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Summary

PROCUREMENT OFFICER Seasoned Procurement Specialist with 10+ years of experience optimizing supply chains and driving cost efficiencies. Expert in AI-powered sourcing strategies and sustainable procurement practices, consistently delivering 15%+ annual savings. Proven leader in cross-functional collaboration, adept at aligning procurement initiatives with organizational goals in The company

Key Achievements

- Cost Savings Initiative**
Achieved 20% cost savings by optimizing supplier contracts and procurement strategies.
- Delivery Time Reduction**
Reduced delivery time by 30% through improved order tracking processes.
- Supplier Compliance Boost**
Increased supplier compliance rate to 95% with enhanced supplier evaluation systems.
- Supplier Network Expansion**
Identified and onboarded 15+ new suppliers, expanding procurement options significantly.

Experience

- Stars smile group** Location
Procurement supervisor for 01/2023 - 12/2025
 - Executing the purchase of materials and essential items for the company
 - Negotiating to obtain the best prices and suitable terms
 - Identifying new suppliers and conducting periodic evaluations of existing suppliers
 - Order tracking ensuring that materials are delivered on time and according to the required specifications
- Andalusia hospital** Location
Procurement officer 03/2019 - 12/2022
 - Executing the purchase of materials and essential items for the company
 - Negotiating to obtain the best prices and suitable terms
 - Identifying new suppliers and conducting periodic evaluations of existing suppliers
 - Order tracking ensuring that materials are delivered on time and according to the required specifications
- Nesma co** Location
Warehouse officers at nesma 01/2015 - 12/2018
 - Receiving the materials and ensuring they match the purchase orders (quantity and quality) and the attached documents
 - Arranging and storing materials in safe and secure ways ensures easy access and protection from damage
 - Disbursing requests from various departments based on approved disbursement orders, and preparing and packing outgoing shipments
 - Preparing periodic reports on the movement of materials, and stagnant or damaged inventory, and submitting them to management

Education

- International British institute** Location
Diploma in computer science 2015 - 2019

Training / Courses

- Procurement and Logistics Warehousing Course — Disaster ready.org

Languages

English Advanced ●●●●●

Skills

ERP & Technology Proficiency · Familiarity with systems like SAP, Oracle, or Microsoft Excel · Problem-Solving & Decision Making · Resolving issues like delivery delays or supply chain disruptions · Inventory & Quality Control · Managing stock levels · Assessing the quality of goods