ri

2012-01 -

2017-08

2010-06 -

2011-12

**Rassal**

**rassal.373824@2freemail.com**

Procurement/Logistics/ Supply Chain

Management

**Experience**

**Procurement officer**

**Lulu Group International LLC**

* Lead department in developing and implementing purchasing strategies for goods.
* Responsible for planning, developing and buying goods, parts, supplies and equipment is in a timely and cost-effective way while maintaining appropriate quality standards and specifications.
* Lead role in component and material procurement to include supplier

selection, price bench marking and price negotiation for production and associated deployment works

* Lead role in supplier relationship management including contract negotiation, monitoring supplier performance,and total cost management objectives and ensure adherence to contractual commitments.
* Conduct studies of material costs and supplier services and recommend changes in purchasing procedures to improve service
* Evaluate and approve purchase requisitions (LPO)and ensure authorization as necessary to facilitate the timely purchase of new goods.
* Analysis of inventory and sales with weekly, monthly, quarterly & half year

for smooth functioning of business in a profitable way by using **SAP and**

**BAE.**

* Liaison with the production and warehouse department to maintain optimum inventory and situations like out of stock and
* overstocking which causes production and financial losses.
* Attends internal product development meetings to identify new product demands, schedules, and procurement needs
* Review the effectiveness of Merchandising, Planning, and performance of category buying plans.

**Product Executive**

**Popular Hyundai Motor World Pvt Ltd**

* Co-ordination and initializing the product availability.
* Maintains relationships with clients by providing support, information, and guidance; researching and recommending new opportunities; recommending profit and service improvements.
* Monitoring product flows and collaboratively responds to potential delivery issues.
* Managed all the customer grievances, queries regarding the products and services.
* Maintains quality service by establishing and enforcing organization standards.
* Identifies product improvements or new products by remaining current on industry trends, market activities, and competitors.
* Contributes to team effort by accomplishing related results as needed.

 **Summary**

A topnotch Procurement Officer with 7 years experience with strong and decisive executive leadership in the retail and automotive industry and extensive background in complex and challenging environments with proven ability to represent the company with Principals. Skills in communication, negotiation, planning, organizing, MS office, SAP, BAE and people management that is honed through managing multi-skilled teams. Professional with a Bachelor of Business Administration (B.B.A.) focused in Business Management and administration, General from MES college, India.

 **Personal Info**

**Address**

DUBAI-UAE

**Date of birth**

1987-04-02

**Citizenship**

Indian

2017-05 - present

2007-06 -

2010-05

2005-06 -

2007-06

**Education**

**Certification for Logistics & Supply Chain Management**

Pursued from Blue Ocean Academy -Dubai-UAE

Retail, Business Development, Training, HR & Admin

The Golden Globe Tigers Award 2017

**Mahatma Gandhi University MES College, India**

**BBA**: Bachelor of Business Administration65% of marks.

Member of National Service Scheme Club

Coursework in Business Administration , Management & communication

**Al Manar senior secondary school -India**

AISSCE-68% of marks.

Team Leader Of Arts & Sports club

 **Languages**

**English**

Excellent

**Hindi**

Intermediate

**Arabic**

Intermediate

**Tami**

Intermediate

**Malayalam**

Excellent

 **Skills**

**Multi-tasking**

Excellent

**SAP, BAE and MS Office**

Excellent

**Supervising**

Excellent

**Leadership**

Excellent

**Planning and Organizing**

Excellent

**Inventory Management**

Excellent