**WAFI**

**Email:** wafi-388332@2freemail.com

**ANDHRA PRADESH, INDIA.**

**Seeking middle level assignments in Procurement Project Management for civil Construction with a leading organization.**

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## ***Career Objective***

* To carve out a niche for myself in the race of life with sheer dedication and hard work. To put all that I have learnt so far in my work and learn more each day and to make myself more worthy at the job in my hand.

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***Work Summary***

* Procurement professional with over +09 years of experience, possess multiple skills covering many supply chain management areas such as procurement, ledger analysis, budgeting, and economic regulations etc.

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***Qualifications***

* **B.Tech (Computer Science and Engineering) passed out from Lakireddy Balireddy College of Engineering and Technology, Mylavaram. (Affiliated to J.N.T.U, Hyderabad) during the year 2004-2008.**
* **Intermediate passed out from Smt. Padmavathi Gowtham Jr. College, Vijayawada. (Under the Board of Intermediate Education A.P) during the year 2002-2004.**
* **S.S.C passed out from S.V.B.V.N High School, Vijayawada. (Under the Board of Secondary Education A.P) during the year 2001-2002.**

***Experience Details***

1. ***‘Procurement Engineer' with Steel International Contracting Company Limited, Kingdom of Saudi Arabia, since July 2014 to till date.***
* Preparation / Forecasting of procurement budgets coordinating with internal budget department, financial analysis & reporting in accordance with demands and regulations laid by project contract.
* Coordinate with contractors, vendors, personnel in other departments to discuss and formulate estimates.
* Analyze the documentation to prepare time, cost, materials estimates.
* Setup cost monitoring and reporting systems and procedures.
* Working closely with executives / project stake holders to provide end to end procurement services.
* Review material requirements to decide whether it is more cost-effective to purchase components.
* Correspondence with supplier & contractors regarding sampling, deliveries, complaints and any other queries.
* Driving commercial strategies, sourcing, contract management and implementation of technology solutions to improve procurement business processes from procure to pay.
* Generate purchase orders per requirement, place and confirm order with supplier, monitoring until delivery completion
* Initial assessment of suppliers and categorization based on Capability, Capacity, and feasibility & customer’s reputation etc.
* Paperwork for credit.
* Ensure on-time delivery through on-time procurement of direct & in-direct materials
* Coordination with Quality I Production departments with respect to quality of incoming material of new suppliers till stabilization phase.
* Negotiating and agreeing contracts and monitoring their progress- checking the quality of service provided
1. ***‘Sales Executive' with Bharti Axa Life Insurance Company Ltd, India, from Feb 2011 to March 2014***
* Proficiency in generating new customers with sourcing business from various channels such as referred leads, cold calls & data collection. Responsible for generating business from corporate segment.
* Expertise in financial analysis, identifying customer’s long-term / short term needs and providing custom made solutions to their financial needs to their satisfaction.
* Financial analytically process & custom made solutions with various flexibility offers to customers.
* Reviewing existing client’s portfolios for resale.
* Maintaining the records and performances reports on weekly and monthly basic of team members for effective functioning for better business.
* Strengthen the relationship between individual & corporate deals.

***3. ‘Resource Executive’ with Dr. Reddy's Foundations, India, from March 2009 to Nov 2010*.**

* Market Validation as par the Government MOU
* Curriculum development Training
* Community mapping
* Venue identification – location and layout
* Mobilization and selection
* Induction & Inception
* Parents counseling
* Training
* Technical Assessments and IYDP (Individual youth development plan)
* Work readiness
* Placements , Batch Reviews
* Post placement Tracking and Handholding

***4. ‘Tele Sales Executive’ with Deeksha Teleservices, India, from March 2008 to March 2009*.**

* Market Validation
* Trading Networks, Integrating Labor Client and Broker components.
* Expose to the HIV AIDS Awareness Script.
* Implemented flat file transformations, file to data base transformations and vise versa.
* Implemented error handling.
* Created and incorporated reusable components.

***Projects Executed***

1. Project Title : ARASCO – STEEL STRUCTURE

 Client : MABANI

Consultant : ARASCO

1. Project Title : ITHRA – STEEL ERECTION

 Client : ZAMIL

Consultant : SAUDI OGER

1. Project Title : MA’ADEN PERMANENT MAINTENANCE FACILITY

 Client : MA’ADEN

Consultant : MA’ADEN

1. Project Title : ZAMIL S\_EPCC 150 TPH CEMENT GRINDING UNIT

 Client : ZAMIL

Consultant : ZAMIL

1. Project Title : BACS SEGMENT CASTING PLANT (METRO RIYADH)

 Client : METRO RIYADH

Consultant : HERREN KNECHT

1. Project Title : MODA – WAREHOUSES AND SHEDS

 Client : MODA

Consultant : AL YAMAMA

1. Project Title : MA'ADEN\_MBAC SITE CRUSHER PIT PRAYER ROOM

 Client : MA’ADEN

Consultant : MA’ADEN

1. Project Title : RESIDENTIAL HOUSE DHAHRAN CAMP(STEEL STRUCTURE)

 Client : Al YAMAMA COMPANY

Consultant : AL YAMAMA

1. Project Title : MA'ADEN\_SUPPLY OF BRACKETS FOR ROLLER FRAMES

 Client : MA’ADEN

Consultant : MA’ADEN

1. Project Title : MA'ADEN\_UNGER STEEL UMM WU'AL PHOSPATE PROJECT DAP NPK PLANT STORAGE & OFFSITES

 Client : UNGERSTEEL

Consultant : DRAGADOS

1. Project Title : MA'ADEN\_COUNTERWEIGHT BOX FOR 3111 CONVEYOR

 Client : MA’ADEN

Consultant : MA’ADEN

1. Project Title : AIRCRAFT MAINTENANCE HANGER\_JEDDAH

 Client : MABANI

Consultant : TAV JV

1. Project Title : BOOSTER PUMP STATION

 Client : UNGERSTEEL

Consultant : MA’ADEN JACOBS

1. Project Title : DOOSAN POWER SYSTEM ARABIA

 Client : MABANI STEEL LLC

Consultant : MABANI

1. Project Title : KAPSARC ANCILLARY BULDINGS

 Client : DRAKE & SCULL CONSTRUCTION

Consultant : DRAKE & SCULL CONSRUCTION

1. Project Title : THE SAIL TOWER PROJECT

 Client : SETTA WA ESHROOM W.L.L.

Consultant : SOLB 26

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***Projects Running***

1. Project Title : FADHILI INDUSTRIAL SUPPORT FACILITIES

 Client : ZAMIL STEEL

Consultant : SAUDI ARAMCO

1. Project Title : ARAMCO KACWC

 Client : ARAMCO

Consultant : SAUDI ARAMCO

1. Project Title : MOI HEADQUARTER BUILDING

 Client : UNGERSTEEL

Consultant : EL SEIF

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Technological Skills

Languages Known - C, Java (J2SE), HTML

Environments - Visual Studio 2005(VB.NET, C#.NET, ASP.NET), Net beans

Database Known - MS SQL Server 2005, Ms Access, My SQL

Other Technologies - Rational Rose – UML

Operating Systems - Windows 98/2000/XP/Win10

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***PERSONAL DETAILS:***

**SEX : MALE**

**MARTRIAL STATUS : UN MARRIED**

 **LANGUAGES KNOWN : ENGLISH, HINDI, TELUGU, AND URDU**

**NATIONALITY : INDIAN**