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| **Mohammad Abid MasoodA Seasoned Management Professional****Sharjah, United Arab Emirates****00971-56-1964516****Abid.sfs@gmail.com** | **Master Negotiator****Creative Problem Solver** **Ability to Keep Teams Motivated****Exceptional in Time Management Skills****Accountable and Responsible**  |
| **Profile & Objectives ↓** |
| Purchase Manager with a demonstrated history of 14 years’ experience in the construction industry. Skilled in Negotiation, Budgeting, Value Engineering, Business Planning, and Cost Management.Seeking senior level assignment in reputed organization to utilize my skill and experience in various facets of a multinational company. |
| **Work Experience ↓** |
| **Dy. Manager – Procurement****April.2014 – May.2019** | **Unibeton Ready Mix – Al Fara’a Group**Dubai, UAE |
| Unibeton is the leading ready-mix solution provider in GCC region. Being the pioneers in the realm of Self Compacting Concrete and Green Concrete UNIBETON has an excellent track record in the construction industry in GCC region. Company got so many prestigious award, Dubai Quality Appreciation Award, Dubai MRM Business Award, Shaikh Khalifa Award, Stevie Awards etc. UNIBETON having operation in GCC countries i.e. UAE, KSA and Qatar.Promoted to Deputy Manager Procurement with additional responsibilities of managing stores across all 10 Batching Plants in UAE. Managing a team of nine procurement officers at the UB Corporate Head Office in Jabel Ali and a Team of 14+ storekeepers in 10 plants across UAE. Day to day activities includes but not limited to * Lead the procurement department for the required materials, equipment and services as requirements set forth by the internal department at better buying rates than the budgeted prices submitted by the requesters.
* Collaborates with departmental staff to ensure an adequate provision of supplies to all the departments
* Involved in Annual Safety & Quality audit which is carried out successfully against the written procedure for continuous improvement. (ISO 9001, 14001 and 18001).
* Performance Evaluation and KRA/KPI of Purchase team, recommendation for promotion, incentive & benefits based on performance.
* Preparation of Purchase Savings Reports on monthly basis, to be presented in Management Review Meetings
* Liaise with Accounts Payable department to ensure timely payment of invoices for better business relations with suppliers.
* Standard machine shop is chosen for the quality of sustainable repair as per market standard. And Within established performance criteria, all manufacturing and fabricated item is accepted.
* Administering the on-boarding of new suppliers and developing and sustaining relationships with existing.
* Determines most effective supply channels by comparison of local and international prices on an ongoing basis
* Supervises the Purchasing section to ensure that purchase orders are properly processed & the local market is constantly studied for alternative sources of supply
* Ensures that price information for all stocks held is updated
* Assuring optimal levels of inventory items to be stocked, evaluating the supply needs, turnover rates, associated storage cost, hazardous nature of goods, and other storage-related conditions
* Ensures that correct procedures relating to competitive tenders/quotations are adhered to
* Expanded net payment terms with the supplier base by an average of 120 days,
* Interacting with senior level management for budgeting, forecasting and business strategies, control the purchase department budget relative to capital, expense and head count target.

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| **Assistant Manager – Procurement****August.2007 – April.2014** | **Unibeton Ready Mix – Al Fara’a Group**Abu Dhabi, UAE |
| Promoted to the role of Assistant Manager to manage the procurement activity in Unibeton Head Office Mussafah Abu Dhabi. As business was booming where Peak Production of concrete reached to 4 Million Cubic Meter in the fiscal year of 2009. Number of batching plants have grown to an astonishing number of 18 in UAE, two in Qatar and two in KSA. Fleet of Transit Mixture have crossed 400 with 100+ pumps. Below were my responsibilities during this time. * Determine the needs of the company in regards to machinery and supplies necessary for safe operation, and adjust inventory accordingly
* Delegate the tasks to various subordinates to get the work done effectively without any delays.
* Research and meet with potential suppliers to compare products, prices, and lease terms, and make the best decision for the company.
* Developing and implementing short and long term procurement strategies designed to reduce costs and improve quality and service to meet company goal.
* Arranges and participates in conferences between suppliers and engineers, purchase, inspectors, and other company personnel to facilitate material inspection, substitution, rework, salvage, utilization, and economical procurement of parts and equipment.
* Supporting finance / accounts in the processing of supplier and sub-contractor payments and resolving commercial disputes between them if arises.
* Played a key role as a functional expert to implement Microsoft Dynamics AX – Supply Chain Functionality.
* Create the master data for initiation and implementation of ERP to help automate the manual procurement process. This includes classification of material, item code generation, setting up process for the Procurement department.
* Ensured optimum inventory levels in the warehouse in order to cut down on wastage and pilferage of inventory items
* Accountable for preparing weekly, monthly and other reports as per the requirements of the management.
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| **Executive - Procurement****November.2004 – August.2007** | **Unibeton Ready Mix – Al Fara’a Group**Abu Dhabi, UAE |
| Hired as an Executive to work in fastest growing concrete ready mix company of UAE. Team sizes were small with a lot of pressure of 24x7 nature of concrete Business. Became a part of 9 people team and soon enough assume responsibilities of team supervisor through dedication and keen eye to improve and streamline processes. Below are the tasks I was responsible to perform.* Review the request for material or services and verify the completeness of information from all stakeholders.
* Float RFQ to potential vendors (local and overseas), prepare standard comparison sheet and evaluate vendor’s quotation to ensure that they are in line with the technical and commercial specification as required.
* Managing purchase cycle include Effective negotiation, PO creation, PO follow up, goods receipt and supplier billing.
* Continuous monitoring and tracking of orders from initial to delivery.
* Periodic evaluation of vendors based on the parameters, quality, cost, payment term and after sales services.
* Negotiate sales agreements with selected vendors to get the best value, and periodically revisit and renegotiate contracts for the duration of the business relationship
* Vendor evaluation and development new Vendor, Finalization of Credit facility and Payment Terms is a continuous process, managing large number of vendor, develop and maintain excellent relationship with them.
* Resolve supply, quality, service and invoicing issues with vendors
* Involved in cost saving through different negotiation (special discount, bulk discount and competitive payment term).
* Supporting finance and accounts in processing of supplier payment and resolving commercial disputes between them if arises.
* Arranging materials within scheduled time by adopting innovative methods to reap the best benefits for the company and ensuring delivery within the set time.
* Maintaining traceable records that can be used for ISO audits

**Major Achievement and cost saving (Unibeton Ready Mix)***Reengineered and tested many replacement parts which is economical and feasible from the cost angle.** Recommended for Fabrication of Ice plant Condenser , Pinion and Bevel Gear , Hanger Bearing in-house local machine shop instead of procuring from KTI branded parts, resulted appx 60% saving.
* Recommended procurement of various mechanical & pneumatic parts of other brands instead of expensive brands, without compromising quality, resulted 20% cost saving.(Appx AED 125K per Annum).
* Approximate annual saving of 500K by effective negotiation.
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| **Production Engineer****May.1999 – August.2004** | **Savvak System Pvt. Limited** Faridabad, India |
| Engaged in fabrication and supply of sheet metal and steel component through Laser Cutting, CNC punching and bending. Main product is the Railways 180KVA inverter box, CAS Weighing Machine, Power System supply rack etc, Reputed customers was Autometer Alliance Ltd., CAS India Ltd., AVK Segment & Control Ltd., Ascom India Ltd. And Fibcom India Ltd.* To plan work schedule and monitor and control the day to day activities of production and ensure that target date of completion of the production is achieved. Maintaining the record of production transaction.
* Prepare Monthly, Weekly and Daily plan. Daily monitoring of Plan vs Actual.
* To ensure timely calibration of machine and tool to avoid any severe breakdown during the operation.
* Ensure achievement of KPI targets and action to be taken if required.
* Supervise and ensure optimum usage of materials and equipment and to improve methods required for cost saving in accordance to budgets.
* Coordination for the cost estimate of various components and programming of parts in G Code.
* Coordination with clients and various departments such as Q.C. Production, Stores & Material.
* Reengineering of production process: Machine Tool Loading Time & Manpower utilization increased from 50% - 60%. , Average. Development time reduced from 120 days to 100 days.
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| **Engineer – Quality Assurance****July.1997– March.1999** | **Modern Malleables Limited** Liluah, India |
| A Company accredited with ISO-9002 engaged in the manufacturing of high tension transmission line hardware fittings and accessories, L.T. & EHV conductor accessories.* Destructive test – Tensile Test, Hardness Test (Brinell, Rockwell)
* Nondestructive test – Magnetic dust method, Penetrating liquid test, and Dip test associated with incoming raw material inspection.
* Associated with final inspection of high tension transmission line Hardware fittings and accessories.
* Statistical quality control.
* Attended customer complaint like MSEB, TNEB.
* Conducted Vibration, Fatigue, Post Vibration test & Mechanical test on Vibration Dampers.
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| **Education ↓** |
| **M**asters of **B**usiness **A**dministration – **Marketing** | **1997** | LNMU Darbhanga - India |
| **B**achelor of **Engineering** – **Mechanical**  | **1993** | AMU, Aligarh - India |
| **Core Competencies ↓** |
| Team ManagementAnalytical SkillsReporting SkillsNegotiation SkillsCost OptimizationVendor Development | Develop, lead and execute purchasing strategiesOrganizational SkillsTime ManagementCommunication SkillSupervising SkillsDocumentation Skills |
| **Other Details ↓** |
| **Date of Birth** | 4th April 1973 |
| **Marital Status** | Married |
| **Nationality**  | Indian |
| **Driving License** | Valid UAE D/L till 2026 |
| **Visa Status** | Resident |
| **References and Recommendations ↓** |
| <https://www.linkedin.com/in/abid-masood-a32b1092/>  |  |