CURRICULUM-VITAE

NAME	**IRFAN AHMED**
Address	**JEDDAH- KSA**
	Cell: +96650 9645128, 0597038610
	Email: irfan538538@gmail.com

Soft Skills: -

I am a professionally qualified as a **Procurement Engineer.**
Professional in handling a wide and complex variety of purchasing and procurement duties from local and international suppliers. I am flexible to work with a team in diverse circumstances. - Exceptional communication, interpersonal, intuitive, technical and leadership skills. - Energetic team player, proven ability to work in both independent and team environments. - Quick learner with ability to grasp new techniques. - Dynamic and superior problem-solving skills. - Have a wide data base for supplier. - Work under pressure.

Brief history of experience

From:	**March 2019 TO Date**
POSITION:	Sales Engineer at Battery House.

From:	**March 2015 TO Feb 2019**
POSITION:	Procurement Engineer **(MEP).**

From:	**July 2007 TO Dec 2014**
POSITION:	Procurement Engineer (MEP) Inter National Building Systems Co**. (IBS)**

BACKGROUND AND EXPERIENCE

From:	**Nov 2019 TO Date**
POSITION:	Sales Engineer at Battery House.

In November 2019 joined Battery House as project sales Engineer for all kinds of projects such as Hotels, Commercial/ Residential Buildings, and Schools etc. to sell electrical materials such as UPS, Belden, B3, Prysmian Cables, VRLA Batteries, CRAC Ac Units Etc.

PERIOD   **March 2015 TO Feb 2019**
CURRENT POSITION: **Procurement Engineer**

In March 2017 joining Noor MEP as Procurement Engineer/Project Coordinator for Electrical, responsibilities for planning, coordinating, and implementing projects within the decided-upon budget, timeline, and scope. also effectively monitoring and presenting projects updates to relevant stakeholders, clients, and project manager.

 - Work with Project Manager to develop, drive, and implement project goals.
- Updating Material Submittal Log with Budget monitoring.
- Establish partnerships cross-functionally as necessary to ensure project success.
- Arranging Technical submittals for consultant approval.
- Follow up with Design department to submit drawings on time for approval.
- Follow up with consultant for submitted Drawings & Submittals.
- Preparation and follow up purchases plan's monthly and coordinating with Project Managers.
- Preparation Purchasing budget and coordinating with financial team.
- Follow up Sending Supply orders to suppliers.
- Evaluate purchases prices and quality of material
- Sometime execution purchase orders by go down to the market.
- I provide the needs of company sites, follow up supplying, contact with suppliers.
-Some projects are mentioned for reference only.

Saut School Jeddah
3P Gulf Plastic Factory Rabigh.
BISCHOF + KLEIN MIDDLE EAST COMPANY, B+K Factory Rabigh.
Jumaiza Hotel Makkah.
Royal Saudi Air Defense Project Al Kharaj.
Sofitel Hotel KAFP Riyadh.

PERIOD: **July.2007 TO Dec 2014**
CURRENT POSITION: **Procurement Engineer (Electro Mech. Department)**

In July 2007, was joining International Building Systems Contracting Co. (IBS) as Procurement Engineer for Electro Mechanical (MEP) Department. The responsibilities included.
  Project's coordination, study the project, to arrange the BOQ, Specs, Drawings for Quotations & Technical Submittals, for (LV, MV, AV Equipment's, Low Current systems) some projects are mentioned in below.

- ❖ **Al Safi 2 & 3 Hotel Madinah.**
- ❖ **Shaza Hotel Madinah,**
- ❖ **Prince Mansour Palace Riyadh,**
- ❖ **Mobily Building Riyadh,**
- ❖ **Jeddah Gate in Jeddah,**
- ❖ **Samsung Building Jubail,**
- ❖ **Arac Hotel Makkah,**
- ❖ **Madinah-3 Hotel Madinah,**

QUALIFICATIONS

- **Diploma in Electrical.**
- **Training Certificates in Saudi Arabia**
  1- Training Course Completion on **Norstar** products (Networking).
  2- Lighting Control & home Automation from Schneider.
  3- My Eco dial 3.4L for Technical and Prescription Tools Manager.
  4- Legrand Load Centre Panels.
  5- ERP, SAP Systems.

All documents and certificates are available upon request

PERSONAL DETAILS:

Nationality	Pakistani
Marital Status	Married
Date of Birth	4 APRIL 1975
Languages	English • Arabic • Urdu
Current Location	Jeddah KSA