

CURRICULUM VITAE

MUHAMMAD ASIF BAIG

AL KHOBAR, SAUDI ARABIA

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QUALIFICATION: BACHELOR OF ENGINEERING (MECHANICAL)
FROM N.E.D UNIVERSITY OF ENGG. & TECHNOLOGY,
KARACH-PAKISTAN IN 1993

CAREER OBJECTIVE

To become associated with a company where I could utilize my skills and experience with the opportunity to learn more while enhancing the company's profitability, productivity and reputation.

WORK EXPERIENCE

Over 29 Years of Experience (including 25 years in welding business) as mentioned below:

JUNE 2005 TILL DATE **WELDING SOLUTIONS CO. – SAUDI ARABIA**

Welding Solutions Co. (formerly Pan Gulf Welding Solutions Co.) is a leading supplier and solutions provider in Saudi Arabia for welding & cutting products and represents world's renowned brands including ESAB, BOHLER, PITTARC, MAGNATECH, TRI TOOL, HYPER THERM, AQUASOL, CUBUILT, WELSPRING, ELECTROMECH, JCB POWER GENERATORS, SAINT GOBAIN, STEEL TAILOR, DALIAN HONEYBEE, CHESTER MACHINE TOOLS and many more (please visit www.wSCO.sa for more details).

Company has Head Office near Dammam Port while branch offices are in Jeddah, Yanbu, Riyadh, Dammam, Jubail, Bahrain and Dubai.

a. Senior Sales Engineer - June 2005 To July 2011

Joined Newly Established Pan Gulf Welding Division - Jeddah Branch in June 2005 as Senior Sales Engineer and worked there for 6 years. During this period:

- Developed new customers by professional approach, product approval, focused follow up and timely services
- Got back sale from customers who had discontinued ESAB Products due to bad services of previous distributor
- Maintained customers trust by providing technical feedback / solutions and by arranging timely after sales services
- Conducted product testing and machines demo at customer's site
- Contributed a major part in Jeddah Branch to achieve company's sales targets
- Prepared Stock Requirement / Plan for the branch based on sales forecast to avoid stock shortages

b. Product Manager Consumables / Procurement & Logistics Manager – August 2011 Till December 2017

Promoted to Product Manager in August 2011 and transferred to Pan Gulf's Head Office in Al Khobar. I was responsible for:

- Providing technical support to sales team / customers for welding consumables
- Providing technical assistance in Material Testing Requirement and arranging Test Certificates accordingly
- Recommendation of suitable products to customers / sales team against their requirement
- Awareness of competitors' activities and pricing
- Stock Planning of welding consumables keeping in consideration the present inventory, sales history, upcoming projects and market situation.
- Price Negotiation with suppliers to achieve competitive pricing
- Sourcing / Searching of New Suppliers for the products where competition is tough
- Managing Procurement & Logistics Department efficiently
- Implementation of policies & procedures regarding procurement activities
- Management of Purchasing Contracts
- Suppliers Evaluation & Performance Monitoring
- Monitoring of Product Costing
- Monitoring of Item Aging & Utilization of old / slow moving stock

c. Product Manager Consumables / Product Management - January 2018 To May 2021

Besides the role of Product Manager Consumables, I was responsible for:

- Development of Inventory Management System
- Products Coding and Categorization
- System Based Stock planning
- Preparation of Pricelist & Discount Structure for all products
- Incorporation of Pricelist & Discount with Quotations and Sales Orders

d. Product / Procurement Manager - June 2021 Till Date

Responsibilities are:

- Managing Procurement Department efficiently
- Providing offers to Sales Team against their inquiries
- Sourcing / Searching of Alternate Suppliers / Products, where required
- Stock Planning & Preparation of Ordering Plan
- Price Negotiation with suppliers & freight forwarders
- Product Costing
- Updation of Products' Price list, when required
- Coordination with Finance for Payments of Suppliers
- Purchase Orders Follow up with Suppliers for timely delivery
- Providing Technical Support to Sales Team, whenever required

FEBRUARY 1999 TO JANUARY 2005
PAKISTAN WELDING ELECTRODES (PVT) LTD. – PAKISTAN

Pakistan Welding Electrodes (Pvt.) Limited is a manufacturer of electric arc welding electrodes (Oerlikon Brands). Factory & Office is located in S.I.T.E. Area Karachi.

a. Manager Maintenance - February 1999 To February 2000

- Worked as Maintenance Engineer for 1 year. Maintained smooth running of welding consumables production plant with execution of preventive and break down maintenance, spare parts management, maintenance procedures development & implementation, monitoring & control of maintenance budget and department's efficiency.

b. Senior Manager Operations - March 2000 To March 2002

- Worked as Senior Manager Operations for 2 years. Responsibilities were managing entire operation of electrodes production, production planning, ensuring inspection and testing activities, control of losses, product approvals from Lloyds Register of Shipping and continuous working on cost effectiveness of products.

c. Senior Manager Operations & Marketing - April 2002 To Jan 2005
Management Representative for ISO 9001:2000

- Worked as Senior Manager Operations & Marketing for ~ 3 years. During this, managed institutional sales team, prepared /implemented / monitored sales & marketing plan, resolved technical matters and customers complaint, did research & development for new and existing products improvement
- Worked as Management Representative for ISO 9001:2000 for 2 years. During this, implemented QMS documentation, conducted internal / external audits and training programs for staff and labors.

MARCH 1995 TO FEBRUARY 1999
PAKLAND CEMENT LIMITED – PAKISTAN

Pakland Cement Limited was a renowned manufacturer of ordinary portland cement and sulphate resisting cement. Head Office was located in Karachi on Shakra-e-Faisal near Baloch Colony and Plant was located in Dhabeji Area. They were doing expansion of their existing production line in Dhabeji Area and at the same time, they were installing a new production plant in the name of Saadi Cement in Hattar Area.

Technical Officer

- Worked as Technical Officer for 4 years in Project Coordination Department. Responsibilities were inspection & testing of steel bars and steel profiles for new cement plant installation, coordination with project site, monitoring of local procurement, monitoring of project status and cash flows and preparation of project updates for higher management.

- Prepared a study report on export of cement /clinker from Pakland Cement Plant to Bangladesh. Visited several European and Asian Countries along with team to see the ship loading & unloading systems / equipment, types of bulk carriers / barges and to meet equipment suppliers & shipping agents

DECEMBER 1992 TO FEBRUARY 1995

PAKISTAN WELDING ELECTRODES (PVT) LTD. – PAKISTAN

Pakistan Welding Electrodes (Pvt.) Limited is a manufacturer of electric arc welding electrodes (Oerlikon Brands). Factory & Office is located in S.I.T.E. Area Karachi.

Maintenance Engineer

- Joined Pakistan Welding Electrodes Just after completion of engineering and worked for more than 2 years. Responsibilities were preventive and breakdown maintenance, allocating work to a team of fitters & welders, monitoring of spare parts inventory, local procurement of spare parts, preparing backup equipment / unit to avoid production loss in case of breakdown, keeping maintenance record of daily activities, maintaining machines manuals.

CERTIFICATES

- Awarded Certificate of Appreciation by Pakistan Welding Electrodes (Pvt.) Ltd. for working towards ISO 9001 QMS implementation.
- Awarded Certificate of Training by Pakistan Welding Electrodes (Pvt.) Ltd. for attending one day seminar on Welding Basics.
- Awarded Certificate of Training by SPEARHEAD TRAINING for completing training course on Managing A Successful Sales Team from 19th to 21st November 2007 at Al Khobar, Saudi Arabia
- Awarded Certificate of Participation by Hitachi Koki (Singapore) Branch for attending Sales & Service Seminar on 25th August 2008 at Jeddah, Saudi Arabia
- Awarded Certificate of Appreciation by Pan Gulf Welding Solutions for Excellent Work done (Sales) during the year 2008-2009
- Awarded Certificate of Training by PROMOTECH Poland for attending Product Training from 19th to 24th February 2011 at Jeddah, Saudi Arabia
- Awarded Certificate of Participation by ESAB Middle East for attending Basic Distributor Training from 11th to 13th February 2014 at Dammam, Saudi Arabia

MEMBERSHIPS

Pakistan Engineering Council – Registration No. MECH/10781
Saudi Council of Engineers – Membership No. 168566

COMPUTER LITERACY

- Microsoft Windows
- Microsoft Excel
- Microsoft Word
- Microsoft Project
- Microsoft Power Point
- Microsoft Outlook

PERSONAL

Father's Name: Muhammad Usman Baig (Late)
Date of Birth: 2nd December 1968
N.I.C. No: 42101-1586458-9
Nationality: Pakistani
Marital Status: Married & have four children