

# ALAA NASSIR ALI AL-QURAISH

Address: Saudi Arabia

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- Aspiring and qualified Supply Chain Management professional with exposure to developing and implementing innovative supply chain and contracts management strategies leading to operational excellence.
- Expert in developing and implementing effective supply chain strategies along with identifying and sizing opportunities to buy cost-effective products/goods.
- Proficient in maintaining close communication with the suppliers to ensure on-time delivery of goods/products at client's site while discussing any shortages or missed deliveries.
- Showcasing outstanding ability to implement improved supply chain processes, procedures and systems to evaluate/select appropriate suppliers.

## SKILLS & CORE COMPETENCIES

- Supply Chain, Logistics and Procurement Activities
- Order Handling
- Warehouse and Distribution Procedures
- Vendor Management and Liaison
- Inventory Management Business Practices
- Contract and Tender Development
- Claims/Payment Collection
- Supply Chain Analysis
- Identifying and Monitoring KPIs
- Sealed Bidding /E- Bidding
- Identification of Cost Saving Options
- Developing Supplier /Contractor Alliance Strategies
- Claim Resolutions and External Audits
- Work Planning and Coordination
- Risk Assessment and Quality Assurance
- Change Leadership
- Pre and Post Contract /Commercial Management
- Collaboration and Influence
- People and Organisational Development
- Trade Compliance Policies/Procedures
- Material Planning and Management
- Warehouse and Distribution Procedures
- Stock Optimisation
- Supplier Relationship
- Development/Management
- MS Office Applications
- Fluent in English and Arabic

## WORK EXPERIENCE

### Flour, Jubail (March, 2008 – May, 2010)

Contracts Specialist

- Undertook responsibility of handling the contract bidding process along with analysing all quotations/proposals.
- Reviewed technical and financial aspects of the tenders, accordingly finalised the contracts with appropriate bidders after effective scrutinising.
- Coordinated with the respective department to acquire contracts/agreements approval, also communicated with the finance department pertaining to payment and invoice processing.
- Represented positive image of the company through ensuring delivery of outstanding customer services, further increasing client satisfaction.
- Track record of meeting set KPIs related to client contract and staying abreast with the rules, regulations and statutory laws related to business.
- Provided advise on contractual terms and potential risks management issues.
- Prepared various correspondences/notices pertaining to business as well as maintained important files and data related to tenders/contracts.
- Collaborated with the team members and contractors to determine and resolve process related issues.

## EDUCATION

- **Bachelor's Degree in Supply Chain Management - 2017**  
Saginaw Valley State University, Michigan, USA

### Course:

- SAP and Enterprise Software - 2015

### Achievements:

- Scholarship from Government of Saudi Arabia