

Muhammad Nadeem

(Procurement Coordinator and Material Expeditor)

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Address: King Faisal Air Academy (KFAA) Al Majmaah



OBJECTIVE:

Secure a responsible career opportunity of fully utilize my training and skills while making significant contribution to the success of the company.

EXPERIENCE:

- Working in **Nesma and Partners** as a **Material Expeditor** since June 2020.
- Dealing with around 100 Suppliers for permanent and consumable material.
- Arranging the timely delivery of materials and equipment to meet project needs.
- Dealing with Manpower Suppliers.
- Dealing with cash purchasing.
- Working on ERP system.
- Reporting to **Procurement Manager** and **Sr. Project Manager**.
- Worked as Warehouse Accountant.

PROJECT DETAILS:

Project: King Faisal Air Academy (KFAA).

Description: KFAA is an air base for Royal Saudi Air Force (RSAF) Started in January 2020. Which Include an Airport, Housing societies, Mosque, Parking places, Offices Technical Area, and Security Systems.

Role: Material Expeditor and Procurement Coordinator.

Duration: Started in Jan 2020 Continuous.

SKILLS:

- Project Management
- Decision Making
- Presentation
- Problem Solving
- Coordination
- Project Team Management
- Work in Load
- Management of Material Resources

EDUCATION:

Degree	Board/University	Passing Year	Percentage
DAE Mechanical	GCT Sahiwal	2017	71

PERSONAL INFORMATION:

Date of Birth: 30-11-1997
Father Name: Jan Muhammad
Nationality: Pakistani
Marital Status: Single
Religion: Islam
Languages: English & Urdu

DECLARATION:

I here by declare that the particulars furnished above are true to the best of my knowledge and belief.