

# MUJEEB UR RAHMAN KHAN

## Sales Division Management | Customer Service

Impressive success in driving operations in collaboration with business leaders & stakeholders with focus on accomplishing margin & profitability goals



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## Profile Summary

- Progressive **Twenty-Eight (28)** plus years of corporate experience of working in Supply Chain for Water, Waste-Water, Oil & Gas, Power Generation and Desalination Industries in Middle East (especially in UAE and Saudi Arabia) market. The corporate experience covers managing independently, Heading commercial activities and project supply management. A motivated team performer with excellent interpersonal, leadership and communication skills, result oriented with high sense of integrity, strong analytical, problem solving, negotiation, planning and organizing skills. Having rich experience of maintaining relation with our Clients and Manufacturers World-Wide, whom we solely representing in the Middle East region, to have continuous and sustainable long-term business relations.

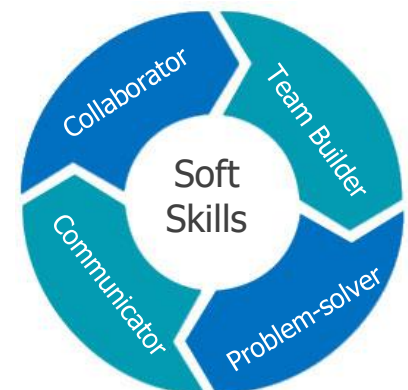
### Key Responsibilities:

- Creating and implementing standard guidelines and formulating the Facilities management strategy and plan.
- Distinction of managing all Admin & facilities operations – Well-versed with project management activities, time management and team leadership.
- Vendor management and Supply Contracts
- Core knowledge and experience in Project Products Requirement.
- Comfortable working in a fast-paced environment – Good communication and interpersonal skills.
- Setting up of new offices and branches, Monitoring projects Development and track progress, Compliance to ensure timely execution of projects.
- Vendor management for Various products we are marketing in the region Like Pipeline Accessories – All Kind of Valves, Expansion Joint, Dismantling Joint, Heat Exchangers, Pipe Fitting, Flanges etc.
- Proficiency in Preparation and Management of Departmental Budget
- An effective communicator with excellent relationship management skills and strong analytical, problem solving & organizational abilities
- Highly successful in **meeting & setting KPI & HLR (High Leverage Results) targets** and planning areas of improvement; excellence in managing end-to-end process operations with focus on quality deliverables within specified Time Frame

## Core Competencies

Operations Management	Projects Supply Chain
Sales Order / Customer Lifecycle	Brand Management
Stakeholder Management	Commercial Operations
Order Processing/ Invoicing	Multi-tier Distribution Management
Cross-functional Coordination	Team Management

## Soft Skills



## Education

**B. Sc. Engineering (Mechanical)** from ZHCOET - A.M.U. Aligarh, India

One of the reputed Engineering colleges in India,

**Registered with United Nations (UN-GGIM)**

## Professional Experience

Working with **M/s DYNAMIC TECHNOLOGY CO. LTD – SAUDI ARABIA – as Sr. Division Manager ( DUTCO GROUP – DUBAI base company) - from Dec 2000 To Till Date**

- UAE based Company, for which I had responsibility to Expand their Business in Saudi Arabia from Zero.
- Setting up new business operations in **Kingdom of Saudi Arabia**
- Taking all Legal Approvals to open a Supply Chain Office with diversified Product Range.
- Taking Business to new Growth by establishing new offices on Multiple Location (Riyadh, Jeddah, Dammam)
- Increasing Team strength from zero to a sizable staff strength enough to be considered as a reputed company
- Marketing of Products which includes: Gate, Globe, Ball, Check, Butterfly, Control Valves, Pressure Reducing Valves, Non Return Valves, Back Flow Preventer, Expansion Joint, Dismantling Joint, Isolation Joints, Fire Hydrant, Electro-Mechanical Products, Tanks, Surge Vessel, Pipe Supports, Geotextile, HDPE Liner, Bridge Bearing, Pipe Fittings, Flanges & Infrastructure products**
- Development of Clients in **Water, Waste-Water, Oil & Gas, Power Plant, Desalination Plant Sector**
- Taking approvals for each manufacturer from the main clients and consultants.
- Start from Tendering to final supply and Execution of each product in our scope of supply
- Planning and execution of Stocks Management
- Technical Support and After Sales Support for the supplied products
- Main Clients: ARAMCO, SWCC, SABIC, Saudi Electricity, Ministry of Water, NWC, Royal Commission, Marafiq, Maadein, & Others**

## Previous Experience

Worked with **SUFA VALVE LLC. - DUBAI – as Sr. Sales Engineer** From Nov 1997 till Dec 2000

- It's a Valves manufacturing Company in China with Sales Office in Dubai.
- Promoting Valves in Middle East Region

Worked with **Al Shuwayer Co. Ltd. - Saudi Arabia - as Sales Engr. - From March 1994 – Nov 1997**

- It's was a Sole representative of Japanese Valves, Mechanical Seal, Electric Valves Actuator in Saudi Arabia.
- Promoted Valves in Oil & Gas, Power plants and Desalination plants in Saudi Arabia

Worked with **AMTrex Air Conditioning - India - as Sales Engr. - From March Aug 1991 – March 1994**

- AMTrex is Air Condition Manufacturing Company in India, in collaboration with Hitachi from Japan
- Promoted Air Conditioning Split and Package Units for Malls, Commercial Building

## International Business Exposure – Countries Travelled World-Wide

**Middle East** : UAE, Saudi Arabia, Bahrain, Qatar, Kuwait, Iran, Iraq, Jordan, Oman,  
**Europe** : Spain, Italy, France, Germany, Switzerland, Brussel, Belgium, Holland, Portugal, Austria, Turkey  
**USA** : New York, Chicago  
**Canada** : Alberta, Toronto, Halifax (Nova Scotia)  
**S. America** : Guyana, Gorge Town  
**Far East** : China (Wenzhou, Guangzhou, Xinxiang, Xiamen, Beijing, Shanghai, Benxi), Korea (Seoul, Busan, Daegu) Japan (Tokyo, Osaka, Kyoto, Fujisawa, Kobe), Singapore, Malaysia, Thailand  
**Africa** : South Africa, Egypt

## Personal Details

**Date of Birth:** 13<sup>th</sup> July 1968

**Languages Known:** English, Hindi, Urdu and Reading Arabic

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