

Abdulaziz Al-Shamool

CONTACT

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📍 Riyadh

SKILLS

- CRM (Microsoft Dynamics)
- SAP (Goods recipes)
- IFS (Processes-Warehouse stock)
- MS-Office
- Team player
- Leadership
- Work under pressure
- Communication skills

LANGUAGES

Arabic ● ● ● ● ●

English ● ● ● ● ●

Croatia ● ●

OBJECTIVE

To obtain a full time position in an organization which offers a professional working environment that can my experiences grow while meeting the organization's goals.

EDUCATION

Diploma Degree in Insurance Operations
The Institute of Public Administration
GPA 3.92 out of 5
7/2014
ATP (A) integrated - Air transportation pilot.
(SMATSA Aviation Academy)

COURSES

- Risk management.
- Problem Solving and Decision Making.
- Time management.
- Safety and Health.
- (675) training hours at BAE Systems SDT Academy.
- Typing, Microsoft Office, Soft Skills, Prince 2 Foundation, CIPS Level 2 Course.
- Chartered Institute of procurement and supply - (CIPS) Level 2.
- Project management - Prince 2.
- Insurance Foundation.
- Solving problems and making decisions.
- Customer service.

EXPERIENCE

currently

Principal procurement (BAE Systems)

- Produce a full range of contractual documentation for assigned areas in line with all relevant BAE Systems Saudi Arabia requirements and procedures.
- Participate in contract/subcontract negotiations with all relevant parties to facilitate the smooth and successful conclusion of negotiations.
- Manage contracts/subcontracts, ensuring the efficient and effective resolution of issues.
- Manage the preparation and issue purchase orders for subcontractors/suppliers in accordance with established procurement policies, issue requests for proposals and verify invoices prior to payment.
- Actively support the development, co-ordination and implementation of overall financial targets and budgetary management strategies in assigned areas.
- Manage potential areas of risk and carry out risk analyses and assessments to support the minimisation of risk.
- Member or fellow of the Chartered Institute of Purchasing and Supply and to be accredited by the International Association for Contracts and Commercial Management (IACCM) shortly.
- Build, manage and maintain relationships with existing and potential customers to ensure the effective management of business agreements.
- Participate on the resolution of commercial/procurement issues to facilitate effective business decision-making
- Participate in regular reviews with suppliers to review relationship, current/ future bids/ opportunities and ensure that contracted obligations and agreed targets are achieved.
- Develop and motivate any assigned staff to ensure they are aware of and capable of delivering their responsibilities.
- Participate with senior stakeholders within internal and external customer community.
- Manage RBA activities and Internal Project Reviews.

2014-2017

Commercial officer (BAE Systems)

- Support the SMSCMC (Saudi maintenance supply chain management company) Commercial Manager in the generation of a viable proposal to be contracted.
- Assist in the generation of cost models to support corporate Request for Bid Approval (RBA) meetings.
- Provide assistance to the team throughout Customer engagement and negotiations.
- Develop Basis of Estimate (BoE) packs.
- Generate briefing packs as directed by the SMSCMC Head of Commercial.
- Generate Rough Order of Magnitude (ROM) prices for Re-Provisioning Conference (RPC) orders.
- Assist the team identify alternative sources of supply for Kingdom of Saudi Arabia (KSA) produced or procured items.
- Assist in the generation of instruction to proceed (ITP)
- GRs (Goods Received) process on SAP.
- Assess proposals provided from RSAF (ROYAL SAUDI AIE FORCE).