

Mohassin Mohammed

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Career Objective

As a responsible Senior Purchasing & Commercial Professional and Network Distribution Marketing jobs where my academic background & experience will allow me to utilize diverse workexperience.

Summary of Skills

- Purchasing Distribution Network Handling.
- Ability to achieve success through teamwork.
- Excellent communication and interpersonal skills.
- Expertise in channel network Sourcing.
- Market research.
- Client convincing-customer service.

Achievements

- Achieved a Successful Purchasing & Commercial Professional during the career & achieved very satisfied career record.
- Expanded dealer network successfully by appointing result, oriented partners in business.
- Launched successfully new products from the market through effective product designing.
- Market research and deciding price strategies.
- Trained and Motivated Procurement & Commercial Team Members and Dealers to achieve organizational goal of the company through planning & aggressive marketing techniques.

Job Profile

- Generating database of Purchasing Customers and Dealers using various methods.
- Reporting to Procurement / Commercial Manager on Daily activities.
- Job functions included with Purchasing Branded items through channel distribution in the market.
- Prime work duties are included Planning & Execution of volume targets, preparing market strategies that interacting with clients and maintaining co-ordination with Procurement & Commercial Manager.
- Active involvement in preparing market reports, analyzing competitor activities, handling effective client support and meeting the profit center objective in professional manner.

Employment History

November 2019 - January 2021

Senior Purchasing Officer with Allied Electro Mechanical and Contracting LLC - Abu Dhabi (UAE).

Responsible for dealing with different types of Civil and MEP Purchasing In charge as Controlling Buyer's for Purchasing activities, Participating Negotiations, Cost Comparison, Managing Sub Contractors, Approval of Purchase Orders.

During the career have been involved projects of **Mina Zayed, Etisalat Data Center jobs, Elite Agro, Etihad Rail and Emircom**

August 2010 –September 2019

Senior Purchasing Officer with Khansaheb Facilities Management (Associated with Interserve UK) - Dubai U.A.E

Responsible for dealing with different types of FM related Commercial and Purchasing activities. Among such as Inviting quotations from the Contractors, Cost-comparison, Negotiations, Preparation, Then comparison statement for final evaluation by the Head of Procurement.

All Purchasing & Commercial Activities including MR, LPO & Subcontract Payment Certificates are collected by FM Head Office for making approval from Divisional Head. And end of the month site wise preparing Cost Value Reconciliation (CVR) with the indication of Profit Margin to the Procurement Manager Approval.

Involved with the Purchasing & Commercial Activities of **Al Minhad Airbase Facilities Management. (UK Ministry of Defense) Armed Forces Officers Club – Abu Dhabi, Wasl Properties, Tecom, Habib Bank and Military Camp Batayeh.**

May 2005 to July 2010

Purchasing Executive with Khansaheb Civil Engineering (Associated with Interserve UK) -Dubai U.A.E

Responsible for dealing with different types of Construction related Materials. Inviting quotations from the supplier's time to time, cost-comparison, negotiation, preparation and comparison statement for final evaluation by the Head of Purchase.

Involved Civil Engineering Projects: - Mall of the Emirates, Al Gurg Tower & Baker Hughes.

Academic Qualification

Graduation : Bachelor of Arts from Calicut University – India.

M.C.S.D : Microsoft Certified Solutions Developer –Microsoft Corporation U.S.A.

Certificate of Commendation: Awarded by **UK Ministry of Defense** at **Al Minhad Airbase – Dubai** for Purchasing and Commercial Works.

Technical Skills

ERP : SAP
Operating System : Windows
Packages : Microsoft Excel, MS Word, MS Power Point.
Data Entry &
Console Operations : Lal Bahadur Shasthri Institute of Science & Tech, India.

Language Proficiency

Fluent in : English, Arabic & Hindi.

Personal Details

Nationality : Indian.
Visa Status : Valid UAE Visiting Visa.
Driving License : Valid UAE Light Vehicle Driving License