

FIDAA ALABDULLATIF

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PROFILE SUMMARY

Results-driven professional with a Bachelor's degree in Management Information Systems and two years of experience in supply chain management, inventory control, and procurement. Proficient in utilizing Excel and Power BI for data analysis and reporting, with a solid understanding of supply chain systems, including Oracle. Known for a strong work ethic and dedication to improving operational efficiency and productivity. Committed to leveraging analytical skills and technical knowledge to contribute effectively to team goals and drive business success.

EDUCATION

King Faisal University 2021

Bachelor's Degree in management information systems | 4.10/5

WORK EXPERIENCE

Replenishment inventory Analyst United Electronics Co. (eXtra)

2023 - 2024

- Analyzed sales data and inventory trends to maintain optimal stock levels across 48 locations, ensuring availability and reducing excess inventory.
- Utilized Excel and Power BI for dashboards and reports, providing insights for inventory and procurement management.
- Analyzed consumer buying patterns to optimize inventory strategies based on demand trends.
- collaborated with the procurement team to source materials efficiently, ensuring timely deliveries and cost control.
- Developed inventory tracking procedures for 3 main distribution centers and 6 online fulfillment locations, enhancing replenishment efficiency.
- Evaluated supplier performance and negotiated contracts to ensure cost-effective purchasing and timely delivery.
- Maintained strong vendor relationships to ensure product quality and address supply issues proactively.

Trainee under tamheer program Starlinks Company

2022-2023

- Analyzed data sets to generate reports, providing insights for administrative decision-making.
- Gained proficiency in Excel and data visualization tools for effective data presentation.
- Establish a travel expenses budget tracking sheet for all employee in the organization.
- analyzing the travel expense budget for each department under the cooperate organization.

CERTIFICATES

- Global Procurement and Sourcing specialization.
- Procurement Basics.
- Supplier management.
- Supply chain analytics.

SKILLS

- Data Analysis
- Inventory Management
- Procurement Operation
- Demand Forecasting
- PO Process & Management
- Microsoft Excel
- Power BI
- ERP Systems
- Team Collaboration
- Attention to Details

LANGUAGES

- Arabic: Native
- English: Professional