

Hamza Al Malaheem

Procurement Officer

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📍 Ar Rayyan, Qatar

SUMMARY

Strategic procurement professional for precast concrete elements in mega-construction projects, including FIFA World Cup 2022 stadiums. Managed end-to-end sourcing for raw materials, logistics, and supplier partnerships, ensuring compliance with Qatar Construction Standards (QCS) and FIFA specifications.

EXPERIENCE

Procurement Officer, CINI Precast

09/2022 – 01/2025

Qatar

- Received, reviewed, and processed material & service requisitions from internal users.
- Sourced, selected and negotiated with suppliers to ensure the best prices without compromising quality for purchased goods (MEP materials, building tools, consumables, steel, raw materials and office equipment).
- Processed purchase orders and ensured timely delivery of goods, coordinating with internal departments and suppliers.
- Tracked, analyzed and reported on KPI's, On-time delivery, defect rates, lead time adherence etc.
- Maintained accurate inventory records, ensuring the right stock levels in coordination with operations and the warehouse staff.

Key achievements:

- Doha Winter Wonderland, Lusail – Handled procurement of specialized materials and logistics coordination for entertainment infrastructure.
- Al Bidda Park – Oversaw procurement activities for landscaping and public park development.
- Pipeshield International / UCC Projects – Worked on critical material sourcing and supplier management for large-scale marine and civil works.
- FIFA World Cup 2022 – Qatar – Contributed to procurement planning and execution for various tournament-related infrastructure.
- Education City Stadium, Al Bayt Stadium & Al Thumama Stadium (FIFA World Cup 2022) – Delivered precast concrete elements and ensuring on-schedule material supply for structural components

Internship - Warehouse & Procurement Trainee, Desert King Company

07/2020 – 10/2020

Qatar

- Assisted with warehouse inventory control, helping maintain accurate records, reducing discrepancies.
- Participated in the creation and processing of purchase orders, ensuring on-time delivery of critical materials for project operations.

EDUCATION

International Logistics Management - BA, Işık University

09/2019 – 03/2023

Turkey

SKILLS

- Microsoft Office Applications
- Cross Functional Collaboration
- Attention To Detail
- Vendor Management
- Time Management & Proritization
- Problem Solving & Decision Making
- Excellent Team Player
- Process Optimization

LANGUAGES

Turkish

Intermediate

Arabic

Native

English

Fluent

CERTIFICATES

Level 3 CIPS

In Progress

Ethical Procurement & Supply

CIPS

Level 2 Certificate In Procurement And Supply Operations

CIPS

Get To The Root Of Any Problem

DisasterReady

Managing Your Time Strategically

DisasterReady

Lean Six Sigma Yellow Belt

Alison Academic

Six Sigma White Belt

Six Sigma Online

Executive Diploma In Procurement & Contract Management

Uniathena

Certificate In Procurement SAP S/4HANA

Alison Academic

Procurement & Logistics

DisasterReady

Sales & Negotiation Skills

Alison Academic

Procurement Management

Grant Learning Academy

Diploma In Procurement & Logistics

Great Learning Academy

Diploma In Cesim Management

Işık University