

RESUME

ENGR. SYED ADIL MANSOOR BUKHARI

(PROCUREMENT ENGINEER ALUMINIUM FAÇADE INDUSTRY)

Graduate Engineer Holding Bachelor's Degree

(Bachelor's Degree/B.E 16-Years of Education)

(B.E Mechanical with Specialization in Metallurgical & Materials Engg.

Visa Status: Employment Visa

(Mechanical Engineer Designation in Employment Visa)

Experience: Having 04 Years' Experience in UAE

(Presently Working in UAE since 2014)

Driving License: Holding Vehicle Driving License

(Issued by RTA DUBAI, UNITED ARAB EMIRATES)



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Address: Industrial Area, Near GECO Signal, BMW Road, Sharjah, UAE.

Career Objective

To use the best of my analytical and technical skills in a challenging work environment of reputable organization, where my education, knowledge and experience can be effectively utilized for the benefit of the organization and to the enhancement of my career for the fulfillment of corporate goals.

Work Experience

IN UAE

1) Procurement Engineer

(February 2017 – PRESENT)

2) Project/Site Engineer

(December 2015 – February 2017)

3) Production Engineer

(July 2014 – December 2015)

Overall Responsibilities

- Purchasing all project based/approved Aluminium, Steel, Glass, EPDM GASKETS, Tools and fasteners related to scope of work.
- Dealing with local market and multinational market suppliers/vendors like Gulf Extrusions, White Extrusions, Al-Jaber, Al-Hamad, SCHUCO & REYNAERS for Aluminium Profile, Gulf Glass, Technical Glass, Future Architectural Glass for buying Glass, Fujairah Rockwool for buying Rockwool and many other hardware items related to scope of work.
- Determine the needs of the company in regards to machinery and supplies necessary for safe operation, and adjust inventory accordingly.
- Research and meet with potential suppliers to compare products, prices, and lease terms, and make the best decision for the company.

- Negotiate sales agreements with selected vendors to get the best value, and periodically revisit and renegotiate contracts for the duration of the business relationship.
- Reviewed suppliers for quality, cost, and responsiveness, making changes where necessary to create a more streamlined process for the company.
- Evaluated inventory tracking technology to determine which software best maximized the company's efficiency.
- Identified opportunities to reduce use of inventory and thereby reduce costs for the company.
- Identified and developed guidelines for standard operating procedures to streamline use of inventory to be more cost-effective.
- Developed processes and guidelines for recycling, reuse, and final disposal of inventory for safety and cost purposes.
- Developed and maintained inventory cost forecasts and estimates to ensure continuous operation.

Field of Interest:

- Project Engineer/Project Manager.
- Procurement Engineer/Manager

Educational Background

- Graduate Engineer pursuing bachelor's degree in engineering (B.E) **(16 Years of Education)**

University/Institute: Bahauddin Zakariya University (BZU), Multan, Pakistan.

Degree/Discipline: Mechanical Engineer (B.E) with Specialization in Metallurgical and Materials Engineering

Session/Duration: 2009 to 2013 (04 years)

Grade/CGPA: 'A' with CGPA 3.69/4.00

- Intermediate/F.Sc pre-engineering.

College/Institute: Govt. Emerson College, Multan Board, Pakistan.

Degree/Discipline: F.Sc (Pre-Engineering with Mathematics, Physics and Chemistry)

Session/Duration: 2006 to 2008 (02 years)

Grade/Percentage: 'A' with 72.64% marks.

- Matriculation 10th Class Level

School/Institute: F.G Boys High School No.1, Multan Cantt ,Pakistan.

Degree/Discipline: Matric 10th Class with Science Subjects (Math, Biology, Chemistry and Physics)

Session/Duration: 2006

Grade/Marks: 'A' with 70.67% marks.

My all academic (Matric, Intermediate, Bachelor) degrees/result cards/transcripts/certificates are attested by following authorities:

- Higher Education Commission of Pakistan (HEC)

- Ministry of Foreign Affairs Pakistan.
- UAE Embassy
- Ministry of Interior UAE.
- Registered/Licensed Engineer under PAKISTAN ENGINEERING COUNCIL (P.E.C) holding license issued by P.E.C GOVT. OF PAKISTAN.

Achievements

- I am position holder of my four years engineering session in university from 2009 to 2013. I got 2nd position overall throughout my 04 years engineering session with excellent grades/percentage.
- I am registered engineer, registered under Pakistan Engineering Council (P.E.C) Govt. of Pakistan.

Personal Qualities

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|-------------------------------------|--------------------------------------|
| • Detail Oriented | • Relationship Building |
| • Time Management | • Communication and Active Listening |
| • Judgment and Decision Making | • Negotiation |
| • Persistence | • Creativity and Problem Solving |
| • Flexibility and Time Adaptability | • Passion |

Technical Skills

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| • Well versed with full use of machines. | • Can handle work inside and outside. |
| • Familiar with all working tools and equipment. | • Proficient in Microsoft Office (Excel, Word & Power Point) |
| | • AutoCAD |

Languages Known

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|--------------|--|
| • English | (Speaking + Writing + Reading + Listening) |
| • Arabic | (Speaking + Listening) |
| • Urdu/Hindi | (Speaking + Writing + Reading + Listening) |

Reference: Will be furnished on demand.