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# MURTAZA ALI AFZAL

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**Location:** Lahore, Pakistan || **Cell:** +92-336-5284393, +964-782-5500319 || **Email:** [elayhoney1@gmail.com](mailto:elayhoney1@gmail.com)

## Supply Chain Manager

**Procurement || logistics || Warehousing || Inventory Planning & Control**

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**Expertise & Skills:** Strategic Sourcing and Procurement | Supply Chain Management | LC Establishments | Negotiation Skills | Inventory Control | Warehouse Management | Logistics Management | Budgeting & Cost Reduction | Project Management | Contract Management | IT Skills | Communication Skills | Analytical Skills | Time management | Proposals, Reports, Budgets & SOPs | Global Logistics Planning | Vendor Management | Decision Making Skills | Leadership Skills | Team Work | Multicultural Environment |

I am a highly motivated and experienced Supply Chain / Procurement specialist with international exposure and a track record of success in cost reduction and process improvement. I have a solid history of overseeing the entire life cycle of Supply Chain / Procurement activities and possess excellent analytical, problem-solving, and interpersonal skills. My experience includes developing positive business relationships with suppliers and effectively managing multiple projects while prioritizing tasks. I excel at distilling complex and intractable challenges into manageable, solvable components.

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### ■ EMPLOYMENT CHRONICLE

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**AM Supply Chain – Procurement Section Head Import / Local (Next to DGM SC) – (Procurement, Logistics & Warehouse)  
AL MABROOKA CEMENT MANUFACTURING CO. Basra, Iraq (Project of Lucky Group Pakistan) || Apr 2014 – Present**

*Directed all activities related to the procurement of import/local supplies for the cement plant, power plant, administration, IT, head office, and auto machinery, as well as for various projects at the plant. Additionally, sourced all raw materials, packing material and fuel for the cement and power plants, including clinker, gypsum, limestone, clinker additives, chemicals, HFO, diesel, and lubricants.*

#### **Key Responsibilities:**

- Strategically positioned to procure raw materials, plant and machinery, spare parts, tools and consumables, packing material and routine items for the cement plant, power plant, administration, IT, head office, and heavy machinery (import/local) in accordance with the approved budget, as well as for various projects, including the construction and fabrication of new plants and buildings.
- Negotiate prices, payments terms and delivery terms for Import / Local purchases.
- Issue purchase orders, negotiate service contracts / agreements and create Job Orders.
- Arranged shipments and logistics from Europe, U.S.A, Turkey, China, U.A.E, Kuwait, and Pakistan through the best available sources, prioritizing materials as needed.
- Formulated budgets and prepared reports related to SCM to present during BOD meetings for decision-making and necessary approvals for operations. Attend meetings with management to optimize SCM procedures.
- Developed and Implemented Comprehensive Strategies and SOPs for SCM / Procurement / Warehouse. Additionally, prepared and implemented SOPs for Supplier Registration & Evaluation.
- Strategically aligned with all suppliers to establish long-term relationships through supplier relationship management (SRM), ensuring cost-effective and high-quality procurement for the smooth operation of the organization. Additionally, regularly monitored supplier performance to optimize business operations.
- Searched, evaluated, and on-boarded new Suppliers of import / local supplies (From Iraq, China, Europe, USA, U.A.E, Turkey, Pakistan etc.).
- Arrange logistics, following-up & Tracking of all shipments and Clearance of all shipment from ports (Seaport, airport and dry ports) through agents.
- Facilitate the preparation of the new year budget and additional CAPEX budgets for the cement plant, power plant, and administration.
- Collaborating regularly with all departments, to ensure all procurement needs are timely met.
- Implementation of new ERP system (SAP B1) related SCM (Procurement, store, dispatch). Also implemented new and improved supply chain processes and re-order level.

- Analyzing procurement data, conducting spend analysis, and preparing reports.
- Receive and verify bills (materials and transportation) submitted to the accounts department and ensure timely payment to all suppliers.
- Monitored Cement Dispatch (Timely activity), raw material stock (routine activity) and prepare reports.
- Maintained detailed records of raw materials by shipment, reconciled all reports and material stock, and sent them to the concerned parties for cross-checking. Checked monthly inventory and consumption reports for the main store and raw materials.
- Overseeing of all routine operations related to SC and report to DGM SC.
- Managed the supply chain department in the absence of the DGM Supply Chain.
- Performed any other tasks assigned by the Head of Department (HOD) Supply Chain or management.

#### **Different Projects:**

- Extension of the 3<sup>rd</sup> and 4<sup>th</sup> cement lines with 20 MW power plant (2016-2017).
- Limestone Bulk Loading system, HFO Dosing system at Cement Plant, Paper Bags Warehouse, HFO Storage Tank 3 & 4, HFO Decanting Pit, Inline Water Heating system, Installation of new weigh bridges, Installation of R.O Water Plants, R.O Raw Water Tank Repairing (Cap. 600 tons), construction of residential area, pavement of roads inside and outside of plant (**Capex**).
- Najmat Al Samawa Cement Plant and Power Plant (2018-2019).

#### **Special Working Achievements:**

- Exclusively negotiated and secured approval for a credit quota of Euros 50,000/- for multiple orders from Wartsila L.L.C.
- Assisted the DGM Supply Chain in negotiating special discount agreements with Wartsila L.L.C., Sinoma, and ABB.
- Arranged credit import supplies from Europe, China, Pakistan, and the UAE multiple times for both routine and emergency requirements.
- Successfully searched and established Import suppliers from scratch up-to 90% (OEM / Distributors / General order suppliers) from China, Europe, Middle-east, USA, Turkey, Pakistan for Import and arrange supplies in Iraq.

**Purchase Officer** || Aug 2007 – Apr 2014

**DEWAN CEMENT LTD.** Hattar, Pakistan.

*Performed duties as a strategic overlay to oversee purchase operations, negotiating rates with suppliers and placing purchase orders and secure supplies at Plant.*

#### **Key Responsibilities:**

- Arranged the procurement of all local materials for the plant, including spares, machinery, raw materials, coal, gypsum, and heavy machinery.
- Sent RFQs, prepared comparative statements and purchase orders, and coordinated deliveries to the site.
- Followed up on and verified materials and invoices, sent invoices to the accounts department, and ensured timely payment release to suppliers. Also made cash purchases from the local market when required.
- Inducted new sources/Suppliers & Update Supplier data with proper registration
- Sourced Coal, HFO, Diesel, Laterite, Gypsum and other bulk material, Also prepared re-order level and all contracts and agreements.
- Controlled all purchases according to budget figures, supported the implementation of a new ERP system, ensured adequate record-keeping and filing of all documents, and assisted the purchasing manager with import cases.

#### **■ SCHOLASTICS PORTFOLIO**

► **MBA Management (3.5 years) - Virtual university – Pakistan, 2018**

► **Bachelor in Commerce (B-Com) - University of Punjab – Pakistan, 2008**

► **Certificate in Procurement and Contract Management - BRASI Empowering Education - 2024**

**Computer / IT Skills:**

- Working knowledge of **SAP (B1)**.
- Working knowledge of **Oracle based ERP**.
- Working Knowledge of MS Office, other OS and Application software.

**Language Proficiencies:**

- **English:** Professional
- **Urdu:** Native
- **Arabic:** Basic (Conversional)
- **Punjabi:** Native / Mother Language

**Marital Status:**

- Married

**Home Address:**

- House No. 17-A, Lane No. 28, Phase 2, Wah Model Town Wah Cantt, Rawalpindi, Pakistan.

**\*\* References will be established on demand.**