

# SAAD ABDULAZIZ ALDABASH

Logistics Manager

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## Professional Experience

### Al-Rushaid Petroleum Investments Company

Al-Khobar, Saudi Arabia

#### Logistics Manager

10/2024 - Present

- Led strategic improvements to operations, identifying cost-saving and efficiency opportunities
- Developed process enhancements aligned with project quality objectives
- Collaborated with management on budgeting, planning, and reporting deliverables
- Maintained continuous communication with operational teams and senior leadership
- Supervised staffing in line with departmental needs and budget targets
- Fostered relationships with clients and contributed to business development efforts

### AFEX Logistics Company (Al-Rushaid Group)

Dammam, Saudi Arabia

#### Project Logistics Manager

05/2024 – 09/2024

- Established two new departments: customs clearance and freight forwarding sales
- Conducted feasibility studies and set project budgets
- Oversaw registrations with local and international regulatory bodies
- Delivered progress reports to executive leadership

### Al-Rushaid Trading Company

Al-Khobar, Saudi Arabia

#### ❖ Deputy Operations Manager

12/2020 - 04/2024

- Directed multiple logistics divisions, ensuring efficient workflows and regulatory compliance
- Led budgeting, strategy formulation, and market evaluation for supply chain operations
- Spearheaded process enhancements aligned with new Saudi government regulations
- Managed client relationships and drove business acquisition initiatives
- Oversaw employee evaluations and career progression
- Championed IKTVA (local content) program implementation

#### ❖ Operations Supervisor

11/2019 - 11/2020

- Supervised functional teams: expeditors, coordinators, logistics staff, and drivers
- Tracked and improved KPIs across divisions
- Streamlined internal processes and maintained market pricing consistency

#### ❖ Expediting & Dispatching Coordinator

11/2018 - 10/2019

- Managed procurement and logistics for Flowserv manufacturing operations
- Conducted internal and supplier-level quality audits
- Ensured compliance with Aramco GI standards and procurement portals
- Acted as a focal point for client and supplier relations

### DHL Express

Al-Khobar, Saudi Arabia

#### Customer Relations Operator

11/2017 - 10/2018

- Implementing DHL's strategy on customer continuity and satisfaction
- Complying with DHL's governance model and CRM methodologies
- Working towards departmental KPIs and targets
- Ensuring customer sustainability and long-term relations
- Official representative of DHL in public venues and events

### Macro Business Group

Al-Khobar, Saudi Arabia

#### Administrator Assistant

11/2016 - 10/2017

- Develop process and procedure for documentation
- Implement documentation management based on approved procedures
- Prepare and monitor the office supplies inventory list
- Schedule and organize executive meetings for the upper management
- Prepare minutes of meetings (MoM) in executive level meetings

## Summary

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Results-driven Logistics and Supply Chain Manager with over 9 years of experience in the Oil & Gas sector. Demonstrated success in leading end-to-end supply chain operations, including material planning, procurement, customs clearance, warehousing, and client relationship management. Adept at process optimization, team leadership, and aligning logistics strategies with business goals. Strong background in regulatory compliance, budgeting, and ERP systems.

## Skills

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Logistics & Freight Forwarding - Supply Chain Management - Material Planning & Procurement.- Budgeting & Cost Optimization - Customs Clearance & Regulatory Compliance - Team Leadership & Development - Vendor & Client Relationship Management - KPI Tracking & Reporting - CISCP – CISCM – CILT LEVEL 3

## Education

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Saudi Electronic University (SEU)  
Bachelor's degree in business administration

Dammam, Saudi Arabia  
06/2019 - 06/2023

## Certification

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International Procurement and Supply Chain Management Institute (IPSCMI)  
Certified International Logistics and Supply Chain Professional/Manager (CISCP/CISCM)

April 2025

Chartered Institute of Logistics and Transport  
CILT Level 3

June 2025