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Amman, Jordan

Ala' Sameer Al Taweel

(CISCMI, CPPM, CIPM, CPP, CDCS)



 Certified International Supply Chain Manager **(CISCMI)** ®

International Purchasing and Supply Chain Management Institute **(IPSCMI)**, USA

 Certified Professional Purchasing Manager **(CPPM)** ®

American Purchasing Society **(APS)**, USA

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 Certified International Purchasing Professional **(CPP)** ®

American Purchasing Society **(APS)**, USA

 Certified Documentary Credit Specialists **(CDCS)** ®

The London Institute of Banking & Finance, UK

Date Of Birth 20/1/1979

Gender Male

Marital Status Single

Education

- Intern in Jordan –United States Business Partnership (JUSPB) Program which operated by the international executive service (IESC) headquarter in Stamford ,Connecticut ,U.S.A and is funded under cooperative agreement with United States agency for international development (USAID) mission in Amman, Jordan.
2003
- Degree of Bachelor major in Business Administration and a minor in Financial and Banking Sciences.
Good rating
Yarmouk University
2002
Irbid - Jordan

Knowledge And skills

- Arabic Is Mother Tongue
- Fluent In English Language
- Basic Knowledge in French Language
- Professional in MS Office and Internet
- Qualified EPR-Baan Key person
- Good Numerical Ability
- Accuracy & Attention to detail
- Ability to Work Under Pressure & Meet Deadlines
- Excellent Written & Verbal Communication Skills
Essential

- Management & Organizational Skills
- Literate in Modern IT Procurement & Data Analysis Systems
- Professional of Logistics & Material Handling
- Advanced Negotiation Skills.

Work experiences

- 8Th of August 2014 till present, Commercial Manager.

Functions of (International Procurement, Import, Supply Chain, Logistics & Sourcing,) in global aspect.

Al-Hasanat Brothers Companies:-

1. Jordan Universal Gas Cookers & Washing Machines

Amman –Southern Marka

2. Omar Al-Hasanat & Brothers Co.

Amman , Al-Yarmouk Street

Duties:-

- Handling & executing completely all banking operations about confirmed liable payment terms with letters of credits (L/C), CAD, DP & TT.
- Manage the entire process in the planning of commodities procurement and supply chain activities, logistics and distribution, customs clearance, ensuring effectively-functioning processes to avoid costly delays and lost opportunities.

- Ensure effective lines of communication to ensure timely delivery of commodities using the most appropriate procurement procedures.
- Be responsible for introducing process improvements in the supply chain and identify new vendors/suppliers without jeopardizing quality and service delivery.
- Ensure full compliance about procurement rules, regulations, policies and procedures.
- Prepare monthly, quarterly and annual procurement plans and progress reports as required.
- Ensure transparent and competitive procurements are conducted and properly documented as required, and in compliance with company plans, organizes and leads the bid solicitation process including drafting and issuing RFQ, RFP, RFI, Tenders, developing bid evaluation criteria and guiding clients on processes involved; call for and oversee selection committees to review applications and select vendors ensures the integrity of the competitive process, facilitates bidder debriefings where necessary, and exercises appropriate judgment and tact while ensuring to protect confidential information.
- Prepare service delivery contracts, leases and purchase orders for all acquisition needs.
- Maintain procurement files including all relevant documentation and vendor tracking system to maintain all the relevant information concerning the organization's suppliers;
- Manage vendor contracts and maintain relationships with suppliers to ensure completeness of deliverables outlined in the contract this includes ensuring that all vendor complaints and concerns are addressed promptly to ensure that the project continues to receive uninterrupted services at all times.

- Oversees and manages overall supply chain and logistics operations to maximize efficiency and minimize cost of organization's supply chain.
- Collaborate with multiple-functional managers to plan and execute on the development of a distribution center operational process to enable seamless transfers.
- Develop strong, functional relationships with key suppliers.
- Re-negotiating vendor contacts to favor company.
- Manage various aspects of high volume sourcing projects within the manufacturing plant.

➤ 4th Of April 2009 till 5th of April 2014, Imports Executive

EAM MALIBAN TEXTILES JORDAN (PVT) LTD

204, Ad-Dulayl industrial Park (QIZ),
Ad-Dulayl, Hashemite Kingdom of Jordan

Duties :-

- Investigating the specialized and technical needs in the management and administration of commodities and products that are sent for delivery from the organization.
- Making sure that all the commodities and products are arranged properly and then dispersed.
- Negotiating documented agreements for the delivery and management of products and commodities.
- Receiving, formulating and verifying the required papers needed to make sure that the needs of practicable administrative units or other organizational bodies are adhered to.
- Administrating the transfer of commodities and products as per the particularities of the vendors and making sure that the targets of the organization are achieved.

- Administrating and supervising the workings and undertakings of the workers in the import section of

The organization and handling the interactions with the vendors.

- Strategizing, planning and enforcing the import activities as per the providers and requirements of the clients.
- Supervising the inside transfer of products and commodities and making sure that this is done in agreement with the rules, regulations and policies of the governing system authorities.
- Collaborating with the providers and stock list programmers and making sure that the global products and commodities get transferred properly within the given time frame.
- Making sure that the products and commodities arrive within the given time.
- Ensuring that the company receives superior quality freight charges per unit on a regular basis.
- Creating, assessing and regenerating documented agreements according to the needs.
- Observing and formulating the records of the activities related to imports.
- Approving and enforcing the application of alterations and modifications, if and when needed.
- Helping to formulate quotes of trade goods for vendors and executing freight and cargo reservation operations with movers or transporters.
- Supervising, overseeing and enforcing trade safety for different protection plans, ensuring that all these are done in agreement with the client methods and processes and upholding the same.
- Conducting investigations for different sections of the organization for import judicial rules, regulations and standard policies and upholding familiarity with tariffs and licenses.
- Studying, examining and revising debt and security papers and creating and developing programs for the import section of the organization.
- Making sure that all these import programs are in agreement with the accepted rules and regulations of the organization.

- Formulating and organizing presentations that are to be referred to the dominant and administrative authorities of the organization.
- Offering security on consignments and dispatchments and creating, developing and completing disciplinary activities for various import methods and procedures.
- Working with the unit head of the organization and checking, studying and examining various methods and procedures of importation.
- Updating about the various rules, policies and programs of customs alongside upholding compliance with sectional modulations of the organization.
- Completing all other operational undertakings and workings related to the imports of the organization and ensuring their compliance with the general policies of the same.

➤ 1st Of Jan 2005 till 31st of March 2009, Head of International Procurement & Logistic Department.

South Electronics Company (SEC) which is one of **MEC GROUP** -Middle East Complex Engineering Electronics & Heavy Industries PLC (MEC)
Amman- Jordan

Duties :-

- Directs procurement activities of buyers.
- Establishes procedures to accomplish procurement of a variety of finished goods in a cost-effective manner.
- Coordinates procurement activities with user representatives to develop procurement programs and plans.
- Monitors performance and capabilities of vendors to ensure maintenance of delivery, quality and price commitments.
- Continually assesses market conditions that may affect procurements.

- Supervises the negotiation of blanket orders and long-term purchase agreements covering procurement or major commodities.
- Responsible for the interface between company and suppliers on quality, engineering and procurement matters.
- Responsible for the development and implementation of strategies to establish long-term sourcing.
- Oversees a team who supports the movement of finished goods from North American facilities to overseas locations by ensuring all required documentation to support these loads are done correctly meeting customer delivery dates.

➤ 8Th Of June 2002 Till 6Th of Jan 2004, Employee in Export Department for Sales, Markets Analysis and Planning in Chemical Group Factories.

National Paints Factories Company “Sayegh Group”
Amman – Abu Alanda

Personal Characteristics

- Enthusiastic
- Pleasant Personality
- Excellent Communication Skills- Written & Verbal
- Honesty & Openness
- Able To Remain Calm Under Pressure
- Flexible Approach to Work
- Sense of Humor.

Certificates

➤ Certified International Supply Chain Manager **(CISCM) ®**

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(IPSCMI), USA

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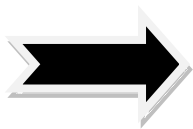
- Certified International Purchasing Professional (**CPP**) ®

American Purchasing Society (**APS**), USA

- Certified Documentary Credit Specialists (**CDCS**) ®

The London Institute of Banking & Finance, UK

- ISO 9001 Audit, in Jordan Universal Company.
- Out Bound Training, in Zai Salt/ Jordan.
- Letters Of Credits (L/C), In Jordanian Administration Institution& Industrial Developing Bank
- Business Plan and Beyond, In International Business Associated LTD (IBA)
- Leadership, In International Business Associated LTD (IBA)
- Building A high Performance Team, In International Business Associated LTD (IBA)
- ISO 9001: 2000, In Institution Of Management Consultants (IMC)
- Discovering the Opportunity In Every Decision, In International Business Associated LTD (IBA)



I had 168 intensive training hours with Jordan- United States Business Partnership (JUSBP) program in the following sessions :-

- ✓ Negotiations Skills
- ✓ Stress Management
- ✓ Technical & Business Writing
- ✓ CV Writing, Presentation Skills & Interviews
- ✓ Customer Relation Management (CRM)
- ✓ Team Leader Skills
- ✓ Non-Verbal Communication
- ✓ International Marketing
- ✓ Cost Accounting
- ✓ Accounting For Non Accountants
- ✓ Feasibility Studies
- ✓ Trade Show Activity & Marketing Tool
- ✓ Business Plan
- ✓ Free Trade Agreement (FTA)
- ✓ Time Management
- ✓ Project Management
- ✓ HR Importance
- ✓ Strategy Planning
- ✓ Overview In Different Certificates
- ✓ Decision Making
- ✓ Marketing Strategy
- ✓ ISO 9000
- ✓ MS Project

Workshops & Seminars

- Participant of Seminar in Global Trade & Technology Network (GTN).

United States Business Partnership (JUSBP), Amman-Jordan

- Participant in workshop of License contacts, Trade marks & Distribution Channels.

Euro Jordanian Advanced Business Institute (EJABI), Amman -Jordan
References Available On Request

Ala' Al-Taweel