



RUMAN ABDUL KHADER

My Contact

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📍 SAUDI ARABIA

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Achievements

- Scored 7.5/ 9 in IELTS
- Bagged a single project worth 5.2M SAR for electrical works in the second month of joining.
- Highest conversion rate in the company among employees consecutively for 8 months
- Crossed the 10 million SAR revenue mark within 2 years of joining.
- Bagged several own clients and vendors registered successfully in their database
- **A few of the notable clients over my career I was successful in starting a business with my firm Include :**
 1. Saipem.
 2. El-Seif Engineering Contracting.
 3. NPCC.
 4. FARABI Petrochemicals.
 5. Chemanol.
 6. Carlo Gavazzi.

About Me

I am an enthusiastic graduate of science with holistic knowledge of sales, web development, and vendor coordination. I am also experienced in handling and starting my own business.

Professional Experience

1.MHZ CONTRACTING COMPANY.

BUSINESS DEVELOPMENT HEAD /

VENDOR COORDINATOR JUNE 2023 – Present .

Key responsibilities:

- **Vendor Management and Coordination:** Efficiently coordinated with multiple vendors to secure necessary equipment, machinery, and manpower for civil and electrical projects on a rental basis, ensuring timely and cost-effective procurement.
- **Sales Leadership:** Led the sales team to achieve and surpass revenue targets by developing and implementing strategic sales plans, fostering client relationships, and identifying new business opportunities.
- **Contract Negotiation:** Expertly negotiated contracts with vendors to ensure favorable terms, competitive pricing, and high-quality service delivery, thereby optimizing project costs and timelines.
- **Project Support:** Provided critical support to project managers by ensuring the availability of required resources, troubleshooting supply issues, and maintaining seamless communication between project teams and vendors.

Skills

- Valid KSA Driver's License
- Data mining and analysis
- Business valuation
- Python , JavaScript
- Proficient in Six languages.
- Financial modeling
- Decision making
- Communication
- Budgeting
- Well-versed in AI.

Education Background

● **NITTE UNIVERSITY , INDIA.**



Bachelors in Science.

Completed with 7.9 CGPA in 2020

● **St.Aloysius College, Mangalore .**



PCMB (Physics , Chemistry ,Maths ,Biology)

Completed with 79% in 2014

References :

- **Syed Mohamed Raabi**
(MHZ Contracting - Operations Head)
operations@mhzksa.com.
- **Aboobaker Nabil**
(Ocean Scale Contracting Co.)
Operations Manager
nabil@oceanindus.com

2. OCEAN SCALE CONTRACTING CO.

SALES and SUPPLY CHAIN ANALYST / MAY 2021 - JUNE 2023

Key responsibilities:

- **Market Analysis and Strategy:** Conducted market research to stay updated on industry trends, pricing, and availability of rental equipment and manpower, enabling informed decision-making and strategic planning.
- **Inventory and Logistics Management:** Oversaw the logistics and inventory management of rented equipment, ensuring timely delivery, proper maintenance, and adherence to safety standards to minimize downtime and enhance project efficiency.
- **Sales and Business Development:** Actively sought out new vendors and suppliers, negotiated contracts, and secured favorable terms to optimize project costs and ensure seamless project execution.
- **Vendor Relationship Management:** Established and maintained strong relationships with vendors.

3. DRE HOMES | Dubai Real Estate
Client Sales Relationship Manager | Dec 2020 - March 2021 . INTERNSHIP

4. MHZ CAFE | Mangalore, India .
Restaurant Manager and Marketing Head | Sept '18 - Nov '20

5. KUSUMA MEDICAL| Mangalore.
Sales Coordinator| June 2017 - Aug 2018

6. Hotel Falnir Palace| Mangalore, India.
Receptionist and Logistic Coordinator | May 2015 - March 2017

COVER LETTER

Dear Hiring Manager,

I am writing to express my interest in working at Worley. With a robust background in sales, vendor coordination, and business development, coupled with my hands-on experience in managing complex projects and fostering strong vendor relationships, I am confident in my ability to significantly contribute to your team.

During my tenure at Ocean Scale Contracting Company, I excelled in securing essential equipment, machinery, and manpower for our civil and electrical projects. My strategic market analysis and effective negotiation skills allowed me to optimize project costs and ensure timely procurement, contributing to the seamless execution of projects. As a Sales and Supply Chain Analyst, I played a pivotal role in enhancing our logistical efficiency and maintaining rigorous safety standards.

My role at MHZ Contracting Company further honed my abilities as a Business Development Head and Vendor Coordinator. I led sales teams to surpass revenue targets, negotiated favorable contracts, and supported project managers with critical resources. Notably, I secured a project worth 5.2M SAR within my second month, demonstrating my capability to deliver high-value outcomes under pressure.

In addition to my sales and vendor coordination expertise, I bring a unique entrepreneurial perspective from starting and managing my own business. This experience has equipped me with a holistic understanding of business operations and the importance of building genuine, value-driven relationships with clients and stakeholders.

I am eager to bring my proven track record of success, strategic thinking, and proactive approach to Worley. I am confident that my skills and experiences align well with your requirements and I am excited about the opportunity to contribute to your company's growth and success.

Thank you for considering my application. I look forward to the possibility of discussing how my background, skills, and enthusiasm can be in line with your team's objectives.

Sincerely,

Ruman Abdul Khader