

# AHTASHAM QADEER

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Current Address: Islamabad, Pakistan

## CAREER OBJECTIVE

To obtain a challenging position in a high quality engineering environment where my resourceful experience and academic skills will add value to organizational operations.

## WORK EXPERIENCE

**Assistant Manager Procurement in Pak Gulf Construction (Pvt) Ltd** (Industry: Construction)  
Duration: October 2020 to Present

- Analyze all suppliers in order to select the most suitable suppliers who are able to deliver high quality products at competitive pricing.
- Negotiate with suppliers on lead-time, cost and quality so as to obtain the maximum benefit for the company.
- Manage suppliers to meet objectives related to cost, delivery performance, schedule and quality.
- Develop purchasing or sourcing strategies based on portfolio analyses and supplier preferencing study.
- Define and maintain documented category and supplier strategies using market and competitive data.
- Liaise with suppliers on delivery schedule so as to ensure on-time deliveries of final product.
- Develop, implement and drive the procurement strategies in order to meet cost savings targets.
- Review and manage the supplier base to ensure consistency with the sourcing strategy.
- Perform regular performance review with suppliers to drive continuous improvements.
- Adopt appropriate supplier management methodologies and procurement strategies in purchasing to secure better prices.
- Train team on effective procurement processes and strategy.
- Coordinate with vendor on continuous quality improvement.
- ERP Software to manage & implement procedures in a professional manner.

**Procurement Engineer/Administrator in Pak Gulf Construction (Pvt) Ltd** (Industry: Construction)  
Duration: Feb 2018 to Oct 2020 (2 Year 9 Months)

- Oversee the purchase of technical equipment for industrial operations.
- Collaborate with designers to determine the equipment needed to complete manufacturing or construction projects according to specifications, research vendors for that equipment, then order it.
- ERP to implement the procedures in professional manner.
- Administrative support to department to manage office activities.

**Electrical Engineer - Administrative in SASA Metal Industries** (Industry: Industrial/HVAC)  
Duration: Aug 2016 to Aug 2017 (1 Years)

- Secure and renew orders and arrange delivery.
- Maintain expert level of product knowledge and application.
- Collaborate with sales team to understand customer requirements to provide sales support
- Articulate technology and product positioning to both business and technical users.
- Respond to functional and technical elements of RFIs/RFPs
- Listen, understand and convey customer requirements.
- Maintain accurate records of target accounts, opportunities, quotes, projects, contacts and correspondence in company approved databases
- Travel to project sites to perform start-up, integration, and training services
- Resolve customer issues or difficulties in a manner that is consistent with the company

mission, values, and financial objectives.

- Maintain professional business relationships within target accounts.
- Provide status of ongoing projects and future projects.
- Identify customer's needs and sales opportunities to help future growth.

**Junior Engineer Electrical-Internee in Water & Power Dev. Authority** (Industry: Energy)

Duration: Dec 2015 to Jan 2016 (1 Month)

**Role & Responsibilities:**

The Neelum–Jhelum Hydropower Plant is part of an under construction run-of-the-river hydroelectric power scheme designed to divert water from the Neelum River to a power station on the Jhelum River. The power station is located in Azad Kashmir, 22 km (14 mi) south of Muzaffarabad and will have an installed capacity of 969 MW.

**Assistant Engineer in AJK Power Development Organization** (Industry: Energy)

Duration: Mar 2011 to Feb 2014 (2 Years 11 Month)

**Role& Responsibilities:**

- Control power-generating equipment.
- Read charts, meters, and gauges to monitor voltage and electricity flows.
- Check equipment and indicators to detect evidence of operating problems.
- Adjust controls to regulate the flow of power start or stop generators, turbines, and other equipment as necessary.

**ACADEMIC DETAILS**

- Bachelors in Engineering Electronics [2011] with aggregate of 71 from COMSATS Institute of Information Technology.
- Diplomain Disaster Risk Management [2013] with aggregate of 82 from Preston University.
- HSSC Pre Engineering [2005] with aggregate of 67 from Govt. Model Science College.
- SSC Matriculation [2003] with aggregate of 78 from Pakistan Scouts Cadet College.

**CERTIFICATIONS & TRAININGS**

- Primavera Professional P-6 (R-15.2) (2016)
- MS Project(2016)
- Intuit QuickBooks Software
- Peachtree Accounting Software
- Training of Trainers (CBDRM. First Aid, Search & Rescue, Fire Safety & Security) (2012)
- Advance First Aid & CPR (2013)
- Advance Search & Rescue (2013)
- International English language testing system (IELTS) (2006 & 2013 @ Band 6)

**SKILLS**

- Project Management
- Project Planner.
- Project Scheduler.
- Interpersonal Communication.
- Flexibility/Adaptability/Managing Multiple Priorities.