

This is to certify that

SIMSON XAVIER

in recognition of successfully passing:

Ethical Procurement and Supply 2017

with a score of

70.0% (Passed)

Achieved on:

30/09/2017

Valid for 12 months from achievement date



Andrew Coulcher FCIPS
Group Membership and Knowledge Director

Chartered Institute of Procurement & Supply
Easton House, Easton on the Hill, Stamford, PE9 3NZ, UK



simsonxavier2001@gmail.com



+971-050-692-4329

Simson Xavier

B-Tech, MBA, CIPS

Manager-Procurement

Highly knowledgeable in a wide variety of SCM tasks: Strategic Planning || Business Operations Management || Supply Chain Management || Global Sourcing || Engineering Procurement ||

Visionary Procurement Specialist with expertise in **international sourcing** and cross-functional team leadership, possess expertise in evaluating the cost & quality of goods & services for ensuring best buying by negotiating the Purchase contracts

Targeting assignments in Manufacturing Industries, Security systems, ELV, IT, Infrastructure, Telecom, & EPIC projects with an organization of repute



Executive Profile

Certified Ethical Procurement {Chartered Institute of Procurement & Supply-UK (Level 4)}, offering 10+ years of experience in SCM with million dollar budgets up-to USD 75 million with enriched geographical knowledge Spanning Qatar, UAE, Japan, Africa and so on.

- Subject Matter Expert, offering career dotted with impactful role like Procurement Engineer; showcased tenacity in **designing strategic supply chain programs** including **procurement and global sourcing strategies** to leverage global volumes in various countries
- An ambassador of change with excellence in clinching strategic negotiation closures from vendors through thought leadership and technical expertise
- Identifying & developing alternate vendor source for achieving cost effective purchases; also lead supplier evaluation
- Displayed paramount efforts across breadth of Supply Chain functions; rendered capabilities in successfully completing a number of SCM projects like,
 - Air Craft Maintenance Hanger Project (P-803), Kadena, Japan;
 - SATCOM Complex/NEC, Fort Buckner & Torri Station, Okinawa, Japan;
 - GTC 06/231/ED: EPIC for Chiller Room for Ras Laffan Industrial City, Qatar Petroleum;
 - GC12108700: EPIC of Access Control and CCTV System at Qatar Petroleum Refinery, Mesaieed, Qatar and so on
- **Considerable exposure of Demand & Supply Planning, Spend Analysis, Strategic Sourcing, CAPEX Procurement** & so on
- Proficiency in **streamlining the system / procedures by developing comprehensive Sop's**; **skilled in** establishing effective inventory control and ensuring availability of materials to meet the targets
- A strategist and implementer with recognized proficiency in spearheading business to accomplish the corporate plans and goals successfully



Career Timeline

Sep 2020- Oct 2021

Manager-Procurement & Contracts-MENA, India
Arth Group,

Jul 2018 - April 2020

Procurement Engineer-(OEM/Manufacturer)
Maico Gulf LLC
Ras al-Khaimah, United Arab Emirates

Dec 2014 - May 2018

Procurement Engineer-(Projects)
Prime Electrical Manufacturing
Dubai, United Arab Emirates

Oct 2012 - Oct 2014

Procurement Engineer-(Projects)
Control Contracting & Trading Co, Qatar(CCTC-Qatar)
Doha, State of Qatar



Academic Details

Sep 2018 - Current

CIPS Certified Ethical Procurement Professional
Chartered Institute of Procurement & Supply (CIPS-UK)
Currently pursuing CIPS-Level 4 Certification

Jun 2010 - Jun 2012

MBA-Operations, Marketing
Cochin University of science & Technology (CUSAT)
Kochi, India

Jun 2004 - Jun 2009

B-Tech-Electronics & Communication Engineering
Cochin University of Science & Technology (CUSAT)
Kochi, India



Key Impact Areas

Procurement Management, SAP-ERP

Team Management / Leadership

RFP, RFQ Responses, Training & development

Contracts Management, Tender Management

Negotiation, Global Sourcing, Supply Chain Management

Quality Management, ELV, Telecom, Security systems

Inventory Management, IT Procurement

Suppliers Evaluation, Incoterms

Vendor Management, Vendor development

Liaison & Coordination, Market Research, Process Improvement



Key Skills



Selected Highlights & Contributions

- Reduction of overall purchasing cost by 20% by combining common items and negotiating long term contracts to achieve economy of purchase
- Led company-wide global sourcing initiatives in spend management for indirect spend with a plan to reduce costs by over 20%
- Eliminated shortages of supplies and delivered 20% in savings from reduced import and logistics costs



Professional Experience

Sept'20 - Oct 21 with Arth Group, New Delhi India as Manager-Procurement & Contracts

Key Result Areas:

- Managing & controlling the complete Procurement & Contracts of Arth Group of companies.
- Arth Group a business conglomerate having presence in MENA, India, Africa & Singapore & in diversified industries like MEP, ELV system Integrator, Software, Agriculture, Financial services, Medical Equipment's & accessories....etc.
- Reporting directly to the Group MD & CEO.
- Plays active role in strategy building under the Direction & Guidance of top Management.

July'18-April' 20 with Maico Gulf LLC, RAK, UAE as Procurement Engineer

Team Size: 5

Key Result Areas:

- M/s. Maico Gulf LLC being a Manufacturing Unit catering to the air distribution & Ventilation Industry, my Duties & responsibilities as Strategic Purchasing Engineer includes: -
- forecasting levels of demand for services and products
 - conduct research to ascertain the best products and suppliers in terms of best value, delivery schedules and quality
 - liaising between suppliers, manufacturers, relevant internal departments and customers
 - build and maintain good relationships with new and existing suppliers
 - negotiate and agree contracts, monitoring the quality of service provided
 - process payments and invoices
 - keep contract files and use them as reference for the future
 - develop strategies to make sure that cost savings and supplier performance targets are met - or exceeded
 - undertake value for money(VFM) reviews of existing contracts and arrangements
 - keep a constant check on stock levels
 - produce reports and statistics on spending and saving
 - evaluate bids and make recommendations, based on commercial and technical factors
 - ensure suppliers are aware of Maico's business objectives
 - attend meetings and trade conferences

Dec'14 – May'18 with Prime Projects International, Dubai, UAE as Procurement Engineer

Team Size: 6

Organizational Projects:

Title: Aircraft Maintenance Hanger Project (P-803), Kadana, Japan

Project Value: USD 18 Million

Scope of Work: EPIC for MEP,IT &Telecom- Complete Renovation of Aircraft Maintenance Hanger @ Kadana, Japan

Title: SATCOM Complex/NEC, Fort Buckner & Torri Station, Okinawa, Japan

Project Value: USD 75 Million

Scope of Work: Design Build & EPIC for 3 Major Buildings Viz a Satellite complex (SATCOM), Network enterprise Complex (NEC) & Battalion head Quarters (BNHQ) Complete MEP,IT ,Telecom, Access control system, structured Cabling

Title: P236- Fitness Center Project, Camp Lemonier, Djibouti, Africa

Project Value: USD 17 Million

Scope of Work: EPIC for complete Fitness Center Project .Complete MEP,IT ,Telecom & Access control system, Camp Lemonier, Djibouti, Africa

Key Result Areas:

- Undertaking spends data analysis and supplier market analysis; identifying opportunities for global sourcing and managing global field operations to support business objectives.
- Defining & implementing sourcing strategies which includes sourcing plans, defining sourcing projects, justification of sourcing projects, current cost analysis, developing action plans, timelines, risk identifications and risk mitigation plans.
- Engaging in negotiations with the suppliers on technical &commercial pricing discussions and executing the same for long term supplier contracts with defined KPIs.
- Leveraging skills in identifying new suppliers in the local & international market, maintaining good supplier relationship throughout the business tenure.
- Augmenting client satisfaction by sourcing materials according to the customer requirements from suppliers all over the world with the best price, quality, and lead times.
- Monitoring the inventory level at regular basis, identifying items nearing to out of stock &re-order levels, preparing purchase requisition, floating RFQs to manufacturers, suppliers & reliable vendors
- Maximizing revenue by bagging quotations, leading comparisons, negotiating best price, cross-checking the technical requirements and preparing the purchase order
- Performing a wide variety of operations like:
 - Placing purchase orders, expediting the order process, following up for supplier shipping documents
 - Generating sourcing reports for management; preparing and updating supplier database along with purchase orders & requisitions
- Spearheading entire gamut of operations related to preparation of:
 - Inventory reports for identifying items nearing to out of stock &re-order levels
 - Shipping documents to the customer/client, identifying new freight forwarders, sending shipment inquiries prepare comparisons based on the received quotations, negotiating with the best forwarder to the lowest cost, awarding the shipment and expedite the process
 - Final invoice to the customer, following up for payment
 - Procurement & spend analysis report for management review



Previous Experience

Oct'12 – Oct'14 with CCTC, Doha, Qatar as Procurement Engineer

Team Size: 4

Organizational Projects:

Title: GTC 05/300/FSG: EPIC Refurbishment of NFA Living Quarters Plat form for QP offshore, Qatar Petroleum

Project Value: 15 Million QR

Scope of Work: Electrical LV works, Plumbing & Drainage works, and Architectural modification of rooms.

Title: GTC 06/231/ED: EPIC for Chiller Room for Ras Laffan Industrial City, Qatar Petroleum

Project Value: 10 Million QR

Scope of Work: EPIC for Electrical LV/MV, HVAC Units, BMS, Fire Alarm system and construction of two gate houses.

Title: GTC 05/270/ED: EPIC for Ras Laffan Emergency & Safety College Project (PAGA System), Qatar Petroleum

Scope of Work: Engineering, Supply and Installation of PAGA System for Emergency & Safety College Project.

Title: GC 13111100: EPIC- Security Buildings and Boundary and Landscaping works at RLIC, Qatar Petroleum

Scope of Work: Design, Supply, Installation, Integration, and Interfaces with existing systems, Testing and Commissioning of 48VDC UPS, SDH, PDH, AV, Structured Cabling and Fiber works

Title: GC08114800: EPIC of Telecom System for Khalifa Street Phase-II and Security Gate Ras Laffan, Qatar Petroleum

Scope of Work: Supply, Testing and Commissioning of 48VDC UPS, SDH, PDH, AV, Structured Cabling and Fiber works.

Title: GC10112800: EPIC for Ras Laffan Multipurpose Administration Complex Phase-1, Qatar Petroleum

Project Value: 70 Million QR

Scope of Work: EPIC for CCTV, PA/GA, ACS, 48VDC UPS, SDH, PDH, AV, Structured Cabling, Master Clock, Nurse Call, SMATV, Digital Signage and Fiber works.

Title: GC12108700: EPIC of Access Control and CCTV System at Qatar Petroleum Refinery, Mesaieed

Project Value: 26.5 Million QR

Scope of Work: EPIC for Access Control & CCTV System at Refinery

Key Result Areas:

- Planned and led designing & implementation of the procurement of all the related materials for every discipline including Electrical, HVAC, Plumbing, Communication, Structural & Civil required for the projects
- Negotiated across the country & globally for acquiring business deals with suppliers/vendors and contracts for specialized systems
- Examined difference in proposals with tabulations by evaluating technical specifications for raw materials, components and equipment
- Developed material purchase orders/sub-contracts & agreements for the prominent suppliers and followed up regarding delivery process

from different part around the globe

- Identified risk associated with various deliverables at different point of time during the project period
- Organized & directed major material inspection (internal) for the complete project upon receiving the material at buyer's premises or prior (at vendor/supplier premises)
- Played a key role in providing support for Projects QA-QC to secure the final client approval for all the delivered items
- Developed complete proposals (commercial/Technical) for customers/clients on behalf of the Principal M/s. Gai-tronics
- Devised comprehensive strategies for managing marketing techniques of the Gai-tronics products in Qatar with the instructions of top Management

Technical Knowledge Purview

Operating Systems: Windows (2007,2010)

- **Procurement Software's:** Orion, SAP MM (Hands on experience in Functional Module) and E-promise

- **Office Tools:** Microsoft Office (Word Excel, Access, Word & PowerPoint), Nitro PDF and Adobe Acrobat



Personal Details

|DoB: 14th October 1986 | | Languages Known: English, Hindi, Tamil & Arabic (Basic)|

|Address: -S/o Mr. Xavier Aloysious, Sam Nivas, Mamanthoppil, PO, Kollam – 691582, Kerala, India

|Visa Status – On Visit Visa-Long Term| |Availability to Join – Immediate|