

Ahmad Saad Al Dine

Procurement Manager

Master graduate in business management, procurement manager for a commercial enterprise with 4 years of experiences. Seeking position in a challenging and rewarding environment where I can expand upon my existing skill base while contributing to a lively team. Also 5 years' experiences teacher in three technical official institute for different management materiel .



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📍 Bebnine-Akkar, LEBANON

WORK EXPERIENCE

Procurement Manager

TOP 20 S.A GROUP

01/2017 - 11/2021

A commercial company that wholesales and retails cellular devices and their accessories

- Manage staff by directing assignments
- Negotiate pricing contracts with contractors, suppliers, vendors and manufacturers.
- Prepare financial budgets and monitor of expenditures
- Work effectively in a team-based, flexible workforce environment with supervision
- Efficiently manage procurement timelines, multiple priorities and meet deadlines
- Conducting effective staff meetings, presentations, and build supporting documentation
- Motivate, train, support and develop teamwork among staff / evaluation teams

Contact: *AbdulFattah Khaled* - +9613913302

Procurement Manager Assistant

TRIPTEL

2016 - 2017

Telecom Corporation

- Maintain all information
- Handle change order requests
- Research new materials and vendors
- Understanding of project objectives, budget, schedule, and general scope of work.

Technical official teaching

Official technicals institutes of the Ministry of Education (Bebnin , Saade, Hisa)

2016 - 2021

Akkar Lebanon

Teaching materials related of: administration, accounting, HR, trade and communication

EDUCATION

Master degree in MBA

University of Technology and Applied Sciences
Libano-Française

2016 - 2018

License « Management of Enterprises Administrations »

University of Technology and Applied Sciences
Libano-Française

2014

SKILLS

Leadership

Business management

Prioritization and problem-solving

Communication Skills

Accounting

Strategy and Development

Team work

Finance

Organization and planning

Negotiation

Analytical Skills

GRADUATION PROJECT

The Effect of Compensation and Benefits on Organizational Success

LANGUAGES

Arabic

Native or Bilingual Proficiency

English

Professional Working Proficiency

Frensh

Limited Working Proficiency

INTERESTS

Sports

Reading

Technologies