

# Harith Hamed Al Kindy

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## WORK EXPERIENCE

### **VOLGA-DNEPR GULF UAE FZC | GENERAL PROCUREMENT OFFICER** Sharjah, UAE | April 2021 – Present

- Responsible for the day to day replenishment of stock for the Buildings & Facilities Management team at VD Gulf
- Overhauled the current manual process of workflow and helped develop a new streamlined method of working in order to reduce inefficiencies between departments
- Helped save over 40% in procurement costs within my first 4 months of service by establishing a price catalogue for commonly used items within the company. Helped onboard vendors to set certain prices on goods and products being purchased by us

### **ROYAL JET/PRESIDENTIAL FLIGHT | INVENTORY PLANNING EXECUTIVE** Abu Dhabi, UAE | Jan 2020 – July 2020

- Led a 3-member cross-functional team (Repairs, Inventory, Dispatch) that successfully implemented a semi-automatic system to account for Rotable spares that were shipped to aircraft for installation and unserviceable units that were brought back to main base.
- Manage the Open Issues & Open Returns of Rotable items issued to aircraft to make sure they are installed, returned to stock as unserviceable, sent for repair or scrapped in system.
- Create weekly & monthly reports regarding Inventory Levels for Finance & the Material Planning Manager

### **EMIRATES AIRLINES (ENGINEERING) | MATERIAL PLANNER** Dubai, UAE | Nov 2014 – Nov 2019

- Worked on a project with Material Procurement team to allow for better vendor/supplier selection & approval in relation to lead time, cost, location. Improved the vendor selection process by 35% by automating the review of expired documents allowing for improved productivity in the team. Sourcing/Evaluating suppliers/vendors for Emirates Engineering.
- Coordinating with logistics & warehousing teams for timely delivery of items. I was able to save over 40 man hours per month by automating repetitive, low level tasks to improve efficiency within the department.
- Maintaining vendor/supplier information in UltraMain in order to have them compliant with Emirates Engineering's policies & procedures
- Preparing Inventory Control Reports for Finance Management & Material Management pertaining to GSV, stocktaking, KPIs/SL
- Analyzing/validating demands to maintain inventory to support maintenance schedule, special projects, environmental conditions, delivery schedules & mean time between failure/overhaul.
- Receiving/Evaluating Requisitions/Requests for Quotation (RFQ). Responsible/Accountable for procurement of consumable items. Coordinating with Production/Technical Services team for technical approvals on products.
- Follow up on all shipments (especially delayed/backlogged/backordered) from vendors to maintain strong grasp of the status of a high number of moving parts
- Manage Authorized Stock List (ASL) & adjust levels when required to prevent shortage or overstocking of spares. Creating reports showing variances in inventory at the main, line and outstation stores.
- Interpret Component Maintenance Manuals (CMMs), Part Catalogues (IPC), Engine Work Packs, Technical Notices, and associated publications both technically and professionally for Spares Support.
- Ensure proper tracking of spares consumption & validate with maintenance section & stores regularly regarding stock statuses & project future requirements of spares/equipment. Perform reconciliation with Maintenance to identify urgent requirements & coordinate with vendors to expedite delivery.
- Work with Maintenance Planners & other sections to ensure spares & other support items demanded by Maintenance are ordered and kept ready

## KEY SKILLS

**HARD SKILLS** Microsoft Office 365 (Access, Excel, Powerpoint, Word), SAP Procurement, BO Web Intelligence, I  
**SOFT SKILLS** Entrepreneurial Mindset, Able to communicate effectively both verbally & in writing to team & ve  
**LANGUAGES** English, Arabic, Swahili

## EDUCATION

**EMIRATES AVIATION UNIVERSITY | BACHELOR'S OF ENGINEERING (B.ENG WITH HONOURS) AEROSPACE TECHNOLOGY**  
Dubai, UAE | July '14  
GPA: 3.4

## PROJECTS

### **AUTO SPARE PARTS DELIVERY IN DUBAI & NORTHERN EMIRATES**

I created a database of all the scrap yards in Sharjah (Sajaa Industrial Area mainly with plans to work on Industrial Area 6) along with all the big distributor brands (such as Divya, Dhanya & Tasra) to allow for clients to request for spare parts of any type of vehicle. Delivery can be arranged within 2 days or earlier for a higher fee.

### **MECHANIAAC - YOUR TRUSTED CAR CARE PLATFORM**

<http://www.mechaniac.net/>

I built a platform that connects car owners to vetted, trusted & independent garages in and around Dubai to find the right service provider for their car. Through the platform, car owners would be able to find, book & pay for car services online thereby saving them time & effort. Garage owners could use the platform to communicate with car owners to inform them of any additional work that their car needs.

## PERSONAL DETAILS

**DRIVING LICENSE: VALID DRIVER'S LICENSE WITH CAR**

**MARITAL STATUS: MARRIED**

**NATIONALITY: TANZANIAN**

**AVAILABILITY: 1 MONTH NOTICE PERIOD**