

**ATHBA ALI AL RASHEED**  
**Senior Procurement**  
**Specialist**  
**Procurement & Supply Chain**



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**Education & Qualifications:**

**MCIPS (2016-2017)**

Chartered Institute of  
Procurement & Supply  
Management (CIPS)



**Bachelor of Health Science**  
**(2009 – 2014)**

University of Sharjah (UoS)  
Sharjah, U.A.E

**Technical Skills:**

Tech Savvy  
MS Office Expert  
Intranet Management  
Acumen in IT Systems  
Database Management  
Ariba Management



**My Admiration:**

*“The fruit of Greatness and  
Success is Responsibility and  
hard work.”*

**Memberships:**

\*Chartered Institute of  
Procurement & Supply  
Management (CIPS)  
\*Volunteer in Dubai  
\*Etihad Sports & Social  
Committee

**UAE National** with over **8 years** of **Managerial & Acting Head experience** in government and Aviation Sectors, a qualified **MCIPS Professional**, a graduate from University of Sharjah with **bachelor’s degree in Health Science**, a **Chairperson of Etihad Procurement Yearly Vendor Symposium**, a **Socially Responsible Worker** and active member of Volunteer in Dubai and Etihad Social Activities & Obtained my Event Management Freelance.

**Objective:** Seeking a new challenge in the Procurement & Supply Management Department, where my experience, personal ability and my commitment to professionalism would be a value to the organization.

**Work Experience:**

**Department of Community Development (April 2021 – Present)**

Procurement Senior Specialist.

- 1) Managing all Sourcing to Contract Requests.
- 2) Assigned to be part of the Happiness Team.
- 3) Looking after the procurement Risk Register and being Assigned as a Risk Register Champion.
- 4) Looking After Ariba SAP Awareness.
- 5) Hosting Major DCD Events.

**Etihad Airways PJSC (Feb 2016 – Feb 2021)**

Manager in Procurement and Supply Management – Information Technology

**Responsibilities:**

- 6) Planning and sourcing IT contracts locally and globally in compliance with Etihad Procurement and contracting governance processes.
- 7) Cost reductions by competitive product sourcing, negotiations of the contracts and by building strategic supplier relationship management (SRM) with the critical and strategic IT suppliers.
- 8) Leading and managing the projects related to improving the IT system interface.
- 9) Managing entire IT contracts for Etihad Airways Engineering and new midfield terminal requirements
- 10) Support Abu Dhabi 2030 plan through local suppliers.
- 11) Hosting Etihad Internal/External Events.

**Etihad Airways PJSC (Nov 2014 – Jan 2016)**

Manager in Procurement and Supply Management – Sustainability & Excellence

**Responsibilities: (Reporting to Vice President)**

Support Vice President – Procurement & Supply Management and the team in the effective and efficient management of procurements operations. Specific duties included the following:

- 12) Stakeholder engagement to determine product and service needs.
- 13) Monitors business trends and product availability to pay the best price for goods and services with quality and timely delivery.
- 14) Nurture and maintain relationships with suppliers and negotiate the best prices.
- 15) Identify and research potential new suppliers.
- 16) Research new products and services to meet organization standards.
- 17) Assess total costs of Organizations purchases.
  - ❖ Develops and implements strategies for procuring, storing, and distributing goods or services and maintaining stock levels.
  - ❖ Manage P&SM Emiratization & Graduate program.
  - ❖ Looking after all procurement major events.
  - ❖ Work Experience (Contd.):

**Certificate of Appreciation:**

- \*For demonstrating the value of "Acting Positively."*
- \* For demonstrating the value of "Delivering Best Practice"*
- \* For demonstrating the value of "Inspiring our customers"*
- \* For Being a Supportive Colleague"*
- \* Appreciation for going Above & Beyond."*
- \* Appreciation for Brining the best to work every day."*

**Contributions & Events:**

- \*EY Vendor Symposium MC / Chairperson (2015-2022)*
- \*Heritage Festival 2014*
- \*WITEX 2011*
- \* Earth Hour Organizer 2010*
- \*IT Competition 2003 & 2004*
- \* Certificate of Appreciation in World Games Special Olympics*

**Sharjah Aquarium (May 2012- June 2012)**  
**Internship-** at Environmental protection Department**Trainings Attended:**

- ❖ General Study of Marine Life.
- ❖ Food Quality Assurance.
- ❖ Water testing and quality measurement.
- ❖ Maintain the environmental balance in the aquarium.

**Sharjah City Municipality (Feb 2012- April 2012)**

**Internship-** at Public Health department, chemistry lab, microbiology lab, water lab, environmental protection department

**Trainings Attended:**

- ❖ Food Quality & Inspection.
- ❖ Food & Water Study Analysis.
- ❖ Environmental Quality & Inspection.
- ❖ Environmental laboratories.
- ❖ Completed the Practical Project Management Training.

**References will be furnished upon request.**