

# AMIRUL MUKMININ SAARI

OPERATIONAL BUYER/ DIRECT PROCUREMENT

PROCUREMENT/BUYER • OPERATIONAL BUYER EXPERT

PROJECT ENGINEER/PLANNER • GERMAN SPEAKER



## CONTACT

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Selangor, Malaysia

## EDUCATION

### BACHELOR'S IN MECHANICAL ENGINEERING

UAS Schmalkalden, Germany  
2015 – 2019  
ECTS 2.7/CGPA 3.2

### CAMBRIDGE A-LEVEL INTERNATIONAL EXAMINATION

GMI, Bangi, Malaysia  
2013 - 2015

## KEY SKILLS & SOFTWARE

ERP Software SAP S/4Hana, Infor Syteline

Office Word, Excel & Outlook

Springtime INVOICETRACK

Contract Management

Analytical thinking, planning

Teamwork

## LANGUAGE

Malay, English, and German (B2)

## REFEREE

**NATASHA OMAR**

Programs Manager

SENIOR Aerospace UPECA Sdn. Bhd.

+6 016- 973 6787

## OBJECTIVE

I am passionate about learning and developing my skills in various industrial field and contributing my expertise to the performance and growth of the organization. Dedicated and motivated person who strives to achieve excellence and quality in every task I undertake.

## PROFESSIONAL EXPERIENCE

### OPERATIONAL DIRECT BUYER (EMEA)

EVONIK MALAYSIA SDN. BHD. / Subang, Selangor / Apr 2023 – PRESENT

- Support Global/EMEA Sourcing procurement manager in operational and tactical activities.
- Collaborate closely with the Sourcing Manager and engage with multiple vendors to ensure the procurement of high-quality RAW materials, specifically focusing on Chlorine and Sodium Hydroxide.
- Assigning responsibility for contract creation.
- Coordinate closely with the Sourcing Manager and site requestors (mostly German/Belgium region) to effectively manage strategic demands planning.
- Coordinate with the Accounts Payable team to facilitate the validation and approval of invoices.

### OPERATIONAL PROCUREMENT ANALYST

EVONIK MALAYSIA SDN. BHD. / Subang, Selangor / Oct 2021 – Mar 2023

- Served as a team key user, providing guidance and solutions to daily task challenges to the team to enhance team efficiency and effectiveness.
- Collaborate closely with global buyers and requestors to execute SAP-related tasks for the global procurement organization, including PO creation/Order Confirmations for multiple sites. (region German, United States, France, Antwerpen and Belgium)
- Having been exposed to Invoice track SPRINGTIME software, and well-equipped to collaborate with the Accounts Payable team regarding the validation and approval of invoices.

### PROGRAMS ENGINEER

SENIOR Aerospace UPECA / Shah Alam, Selangor / June 2020 – Sept 2021

- Led the Customer A350 Spirit Aircraft Programs alongside CTRM/Collins Planning initiatives.
- Conducted regular project meetings to engaging with the project team to ensure effective communication and progress tracking.
- Liaised with customers regarding program inquiries, status updates, and reports, ensuring their needs are addressed promptly and accurately.

### MATERIAL CUM PRODUCTION PLANNER

SENIOR Aerospace UPECA / Shah Alam, Selangor / Dec 2019 – Dec 2020

- Ensured comprehensive project planning and scheduling, meeting customer's quality requirements and delivery targets as stipulated in the project contract.
- Supported the manager in ensuring that programs delivery, quality and contractual requirements are met.

### ENGINEER INDUSTRIAL TRAINEE

SHB Hebezeugbau GmbH / Saalfeld an Saale, Germany / March 2019 – Sept 2019

- Tasked with designing a new production layout and proposing an assembly workplace to optimize production output.
- Completed the final draft of the optimized production flow layout and identified the best ergonomic workplaces based on lean principles.
- Collaborated closely with production teams and gained hands-on practical experience in the assembly area to acquire firsthand knowledge and insights.