



AHMAD MUHAIMIN BIN ISMAIL

890917-03-6097

**BACHELOR OF MECHANICAL ENGINEERING
WITH MANUFACTURING ENGINEERING
PROFESSIONAL DIPLOMA IN PROCUREMENT**

CAREER OBJECTIVES

To be a distinguished Procurement Engineer with high technical and functional competencies, equipped with professionalism in management competencies towards achieving breakthrough performance of an organization.

CURRENT ADDRESS:

No 774, Jalan Bayu Sutera 2/10,
Taman Bayu Sutera,
70000 Seremban, Negeri Sembilan.

CONTACTS:

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PART 1: EDUCATIONAL BACKGROUND


College	Universiti Malaysia Pahang
Level	Bachelor's Degree
Programme	Mechanical Engineering with Manufacturing Engineering
College	DRB Hicom University
Programme	Professional Diploma in Procurement
College	Johor Matriculation College
Pre-U Level	Matriculation Certificate (physical)
School	Sekolah Menengah Kebangsaan Kubang Bemban
SPM	6A's 5 B's
PMR	7A's 1 B's

PART 2: WORKING EXPERIENCE


KOERBER TECHNOLOGIES SDN BHD (Aug23 – Current)	
Company	KOERBER TECHNOLOGIES SDN BHD
Department	Procurement
Task Assigned	Roles & Responsibilities
Procurement Executive	<p>Job Responsibility:</p> <ul style="list-style-type: none">- Localization activities for mechanical and standard parts (machine).- Source potential local supplier- New supplier development <p>Responsibilities:</p> <ul style="list-style-type: none">- Research potential vendors (sourcing)- Compare and evaluate offers from suppliers- Negotiate contract terms of agreement and pricing- Maintain updated/info records of purchased products- Prepare reports on purchases, including cost analyses-
HICOM TECKSEE MANUFACTURING SDN BHD (Mar19 – Aug23)	
Company	HICOM TECKSEE MANUFACTURING SDN BHD
Department	Procurement Vendor Development (PVD)
Position	Executive
Task Assigned	Roles & Responsibilities
Procurement Executive	<p>Job Responsibility:</p> <p>Evaluating vendors, negotiating contracts, and preparing reports (e.g., on orders and costs.), maintain good relationships with key suppliers to ensure merchandise is high quality and delivered on time.</p> <p>Responsibilities:</p> <ul style="list-style-type: none">- Research potential vendors (sourcing)- Compare and evaluate offers from suppliers- Negotiate contract terms of agreement and pricing- Track orders and ensure timely delivery- Review quality of purchased products- PO issuance / Enter order details (e.g., vendors, quantities, prices) into internal databases/ system- Maintain updated records of purchased products, delivery information and invoices- Prepare reports on purchases, including cost analyses- Monitor stock levels and place orders as needed- Coordinate with warehouse staff- Attend trade shows and exhibitions to stay up to date with industry trends

PERMINTEX SANKO TECHNOLOGIES SDN BHD (May17 – Feb19)	
Company	PERMINTEX SANKO TECHNOLOGIES SDN BHD
Department	Procurement and Vendor Development
Position	Executive
Task Assigned	Roles & Responsibilities
Procurement Executive	<ul style="list-style-type: none"> - To do sourcing, negotiating, and buying of goods, materials and services to meet the Company's operational requirements. - To ensure that supplying companies' systems, processes and build capabilities meet the design intent of the customer and are compliant with the end customer's needs. - develop new supply sources to improve cost competitiveness and be the conduit between the company and the supplier - To do audit at vendor for problematic vendor and improvement plan to achieve customer target.
ISUZU HICOM MALAYSIA SDN BHD (June13 – May17)	
Company	ISUZU ISUZU HICOM MALAYSIA SDN BHD
Department	Purchasing and Procurement (Development)
Position	Executive
Task Assigned	Roles & Responsibilities
1.Develop Local Part 2.Audit	<p>Job Responsibility: Local Part Development planning: New Model Evaluation Report, Overall Supplier Action Plan Controller, Ensure New Model development target is achieved as per planned & Part List control, Design Change Control.</p> <p>Authority: <ul style="list-style-type: none"> - To co-ordinate New Model Quality & Development, activity supplier with Manufacturing -Review and check Supplier Master Dev. Schedule, Tooling Schedule, Checked & Review Localization Sheet. </p> <p>Skill & knowledge: <ul style="list-style-type: none"> - Knowledge in Parts development knowledge, Problem QC analysis, Presentation skill, negotiation skill in English. -Auditing skill and report writing. </p>

POWER METAL TECHNOLOGIES SDN BHD
(Dec12 – Feb13)

Company	 Power Metal Technologies Sdn Bhd
Department	Production Engineering
Position	Production Engineer
Task Assigned	Roles & Responsibilities
Production engineering	Production planning control Control schedule, Tooling Progress Report Responsible to ensure product able to complete as per plan (finish good)

INDUSTRIAL INTERNSHIP TRAINING

Company	 UMW Corporation SdnBhd
Department	Group Human Resource Division - Training and Development
Position	Trainer Assistant
Task Assigned Trainer	Roles & Responsibilities
Assistant	Help the trainer to design the module (Heavy Equipment and ContinuousImprove Program (CIP)). <ul style="list-style-type: none"> • Heavy Equipment : Massey Ferguson, KOMATSU • CIP : 5S, Team Building Help the trainer to conduct the training session. Site survey (with trainer) for 5S auditing. Consult in implementing 5S at workplace.

PART 3: COMPUTER AND RELATED SKILL

Level	Beginner	Intermediate	Advance
Microsoft Office Word			✓
Microsoft Office Excel			✓
Microsoft Office Power point			✓
SolidWork 2008		✓	
Algor	✓		
ERP SYSTEM (SAP)		✓	

PART 4: REFERENCES

WORKING COMPANY	INTERNSHIP
<p>HICOM TECKSEE MANUFACTURING Adlina bt Ilyasak Sr Manager (HOD PVD) 0192605070</p> <p>PERMINTEX SANKO TECHNOLOGIES Akmal Husna Bt Yusop Manager (HOD PVD) 0174305185</p>	<p>Che Abdul Kadir bin Abdullah</p> <p>Technical Department Manager, Training and Development, Group Human Resource Division,</p> <p>UMW CORPORATION SDN BHD No 10, JalanUtas (15/7), P.O. Box 7052, 40915 Shah Alam, Selangor DarulEhsan, Malaysia.</p> <p>+60351635000 +60355123267 (fax)</p>
UNIVERSITY	
<p>Dr Ahmad Syahrizan bin Sulaiman</p> <p>Academic Advisor/ Lecturer, Fakulti Kejuruteraan Mekanikal,</p> <p>Universiti Malaysia Pahang, 26600, Pekan , Pahang.</p> <p>tel: 09-424 2209 faks: 09-424 2202</p>	