



# Moustafa Mohamed moustafa bahr

## Purchasing Representative

A proactive Purchasing Representative with over a decade of experience in transaction processing and logistics. Proven expertise in managing procurement effectively, even in challenging environments, while maintaining strict adherence to deadlines. Strong ability to handle responsibilities and demonstrate commitment, making a valuable asset in any transport or driving function.

### CONTACTS

- +974 66278007
- [mostafa.bahr500@gmail.com](mailto:mostafa.bahr500@gmail.com)
- 10 years 11 months
- Egyptian
- Arabic, English
- Doha, Qatar

### KEY SKILLS

- Purchasing Representative
- Transaction Processing
- Passport representative

### CERTIFICATIONS

light vehicle driving license  
Qatar

Does not expire

first aid  
Qatar

### PROFESSIONAL EXPERIENCE

#### Qatar Engineering Works Company Purchasing Representative

Jul 2023 - Present | Doha Al Sadd, Qatar

- **Expertly managed procurement processes to optimize supply chain efficiency, enhancing cost savings by evaluating vendor proposals, negotiating contracts, and ensuring timely delivery of quality materials.** Developed and maintained strategic relationships with suppliers to foster collaboration and improve service levels, leading to a 15% reduction in acquisition costs. Conducted market research to identify potential vendors and assess competitive pricing, resulting in improved purchasing decisions.
- Implemented inventory management strategies that reduced stockouts by 20% and decreased excess inventory by 30%.
- Collaborated with crossfunctional teams to align purchasing strategies with organizational goals, ensuring compliance with budget constraints.

**Trained and mentored junior team members on procurement procedures and best practices, contributing to a more efficient and knowledgeable team. In addition to many other services such as car maintenance and annual vehicle registration renewal**

#### Boukchicha Construction Company Purchasing Representative

Jan 2015 - Jan 2023 | Doha, Qatar

Company vehicle procurement and maintenance manager, responsible for passing the annual traffic inspection and processing transactions.

### EDUCATION

#### Diploma - Machine operation Alexandria University, Egypt, Egypt

2005