

Anmar Mohammed Towfiq

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Professional Summary

Dedicated Supply Chain Professional with over a decade of progressive experience, from foundational warehouse operations to strategic procurement and project logistics coordination. Proven ability to ensure inventory accuracy, manage end-to-end procurement (local & international), and guarantee the timely delivery of project materials. A results-driven specialist skilled in leveraging ERP/WMS/ODOO systems, vendor negotiation, and continuous process improvement to reduce costs, enhance efficiency, and mitigate supply chain risks.

Work Experience

Supply Chain Project Manager

High Tech CO. | Baghdad, Iraq | *June 2022 – Present*

- Spearheaded the planning and execution of 5+ major supply chain optimization projects, including warehouse network redesign and procurement process digitization, **achieving a 15% reduction in overall operational costs** within the first 18 months.
- Led a cross-functional team of 8 (Logistics, Procurement, IT) to implement a new Vendor Management Portal, **streamlining the RFQ-to-PO cycle time by 25% and improving on-time supplier delivery to 96%.**
- Conducted in-depth data analysis of transport routes and carrier performance, identifying bottlenecks and renegotiating contracts, which **cut freight expenses by 12% and reduced average shipment delays by 3 days.**

- Developed and introduced key performance indicator (KPI) dashboards for real-time project tracking, **enhancing stakeholder visibility and enabling proactive risk mitigation, reducing project timeline overruns by 20%.**
- Championed a continuous improvement culture by facilitating Lean methodology workshops, resulting in **the implementation of 3 process enhancements that saved an estimated 200+ man-hours annually.**

Supply Chain & Logistics Coordinator (Projects)

High Tech CO. | Baghdad, IRAQ | *April 2019 – May 2022*

- Orchestrated end-to-end logistics for regional distribution projects, managing multi-modal transport and customs clearance, ensuring **100% on-time delivery for critical market launches.**
- Optimized freight routes and negotiated contracts with carriers, **reducing regional project transportation costs by an estimated 15%** against initial forecasts.
- Served as the primary liaison between regional sales teams, procurement, and 3PL providers; implemented a shared shipment tracker that **improved cross-departmental visibility and reduced status inquiries by 30%.**
- Prepared and verified all international shipping documentation (Packing Lists, Certificates of Origin), ensuring full customs compliance for GCC imports.

Procurement Officer (Offshore & Local)

Alba Co. (Global Distributor of Sweets) | Erbil, Iraq | *April 2017 – March 2019*

- Managed the full-cycle procurement of packaging materials and promotional items from international suppliers (primarily Asia), negotiating contracts that **achieved cost savings of ~10%** on key annual spends.
- Built and managed relationships with a portfolio of 20+ local and offshore vendors, conducting quarterly performance reviews that **improved overall vendor on-time delivery rate to 98%.**
- Processed all import documentation and coordinated with freight forwarders for sea shipments, **reducing average port clearance time by 2 days** through proactive document preparation.
- Sourced and onboarded 5 new local suppliers for fast-moving goods, diversifying the supply base and reducing dependency on single sources.

Warehouse Keeper / Inventory Controller

Alba Co. (Global Distributor of Sweets) | Erbil, Iraq | *April 2014 – March 2017*

- Managed daily operations in a high-volume FMCG warehouse, overseeing receiving, put-away, and order picking for an average of **200+ SKUs daily**.
- Implemented strict FIFO and location management within the company's system, which **improved picking accuracy to 99.5% and reduced average order fulfillment time by 20%**.
- Conducted weekly cycle counts and biannual full stock-takes, **reducing inventory variances from 2.5% to 0.8%** over a 2-year period.
- Enforced 5S and safety standards, maintaining a **perfect safety record with zero lost-time incidents** for the team.

Warehouse Assistant

Manara 2 Supermarket | Erbil, Iraq | *March 2012 – February 2014*

- Supported receiving and stocking operations for a busy retail supermarket, handling perishable and non-perishable goods.
- Assisted in maintaining floor stock levels and ensuring shelves were fully stocked and faced for customer appeal.
- Learned and applied fundamentals of stock rotation (FIFO) and safe material handling in a fast-paced retail environment.

Warehouse Helper

Al Eman Co. | Erbil, Iraq | *February 2011 – January 2012*

- Assisted with manual loading/unloading of shipments and basic sorting of materials.
 - Gained initial hands-on experience in a warehouse setting, focusing on teamwork and following safety procedures.
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Skills

- **Warehouse & Inventory:** Inventory Control, Cycle Counting, FIFO/FEFO, WMS/ERP, Order Picking, 5S, HSE Compliance
 - **Procurement:** Strategic Sourcing, Vendor Management & Negotiation, Local & International Procurement, RFQ/RFP, Cost Reduction, Contract Management
 - **Logistics:** Project Logistics Coordination, Freight Forwarding, Customs Documentation (AWB, BL, Certificates), Shipment Tracking, Incoterms (FOB, CIF)
 - **Systems & Tools:** ERP Systems (the One, Asan Max, ASANA, ODOO), MS Office Suite (Advanced Excel), Barcode/RFID Scanning
 - **Languages:** Arabic (Native), English (Professional Working Proficiency) , Kurdish (Conversational)
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Education

- **Bachelor of Science, Agricultural College**
University of Baghdad | Baghdad, Iraq | September 2009 – June 2013
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