



MUHAMMED MANAF

Buyer | Procurement Specialist | Negotiator | Vendor Management | Inventory Management | Pricing Specialist | Logistics and Warehouse Management

+971 50 344 0705 • muhammedmanaf45@gmail.com • <https://www.linkedin.com/in/muhammedmanaf45>

• 18 A, ZA'ABEEL STREET, AL KARAMA, DUBAI - UAE

SUMMARY

Results-driven Buyer with about 4 years of experience in strategic sourcing, vendor management, and inventory optimization within fast-paced retail environments. Proven ability to enhance profitability through data-driven purchasing strategies and effective vendor negotiations. Skilled in curating high-demand products and utilizing market insights to boost customer satisfaction, while streamlining procurement processes for operational efficiency.

SKILLS

Procurement • ERP/SAP • Negotiation • Supplier Relation • Inventory Management • Market Analysis • Cost Management • Contract Management • Communication • Product Knowledge • Microsoft Excel • Sourcing • Financial Knowledge • Logistics • Sales Forecasting • Adaptability • Customer Centric • Benchmarking • Pricing • Brand Knowledge • Problem Solving • Warehouse Management • Category Expertise

EXPERIENCE



LuLu Group International

BUYER

09/2021 - 10/2024

- Strengthened vendor partnerships with 500+ suppliers, increasing reliability.
- Managed 850+ brands, contributing 25% of total business revenue.
- Optimized inventory via ERP/SAP-driven forecasting, cutting out-of-stock and excess stock.
- Coordinated store and warehouse purchases, ensuring timely product replenishment based on demand.
- Collaborated with cross-functional teams, including operations, marketing, sales, and logistics, to ensure seamless product availability and timely deliveries.
- Performed regular price and product benchmarking to assess market trends and adjust purchasing strategies.
- Implemented purchasing plans, increasing profit margins while maintaining 95% product availability.
- Negotiated contracts and pricing terms with suppliers, securing favorable agreements and reducing procurement costs.
- Managed purchase orders and vendor communications, ensuring timely processing and resolution of order discrepancies.



LuLu Group International

ASSISTANT BUYER

04/2021 - 09/2021

- Negotiated bulk purchase with vendors, achieving cost reduction across key product lines.
- Collaborated with senior buyer to launch high-demand seasonal & regional products, increasing category sales.
- Processed supplier invoices and ensured timely payment by coordinating with the finance department.
- Assisted in preparing reports for senior buyers on product sales, inventory levels, and supply chain efficiency.
- Streamlined purchase order processing and delivery tracking, improving on-time delivery rate.
- Conducted competitive analysis by researching market prices and product offerings, helping to inform buying decisions.
- Generated actionable reports on category trends and vendor demands, driving data-backed procurement decisions.

EDUCATION

Berchman's Institute of Management Studies

Masters of Business Administration - MBA

04/2018 - 05/2020

Kristu Jyothi College

Bachelor of Business Administration - BBA

03/2015 - 04/2018

LANGUAGES

English Native ●●●●●

Malayalam Native ●●●●●

Hindi Native ●●●●●

Tamil Proficient ●●●●●

Arabic Intermediate ●●●●●