

Mustafa Al Jammal

Procurement & Events/Exhibitions Specialist — Hands-on experience in retail sales, warehouse supervision, and event coordination

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📍 Riyadh, Saudi Arabia

Status: Open to opportunities

Last updated: 2025-09-26




● Executive Summary

Operational professional across procurement for 14 years and 7 months, exhibitions/marketing, inventory, and customer service. Strong at vendor relations, cost control, and supply-chain follow-through. Experienced in planning and executing events end-to-end with clear communication, organization, and teamwork.


Experience

Almond Company - Procurement Officer (Primary) - Project & Event Management

 01/2022 — Present


- Vendor negotiations, POs, delivery follow-ups.
- Planned & executed projects/events; budgeting & reporting.
- Schedule alignment with internal cross-functional teams.

JOTUN (PTC) - Exhibitions & Marketing Manager

 01/2017 — 12/2021


- Managed exhibitions, promotional campaigns, and client showcases.
- Tracked KPIs and produced collateral and communications.

Retail Trading Company - Showroom Manager & Sales

 01/2014 — 01/2017


- Floor operations, customer service, and sales targets.
- Coordinated inventory and replenishment.

Souq.com - Warehouse Supervisor

 01/2012 — 01/2014

- Receiving, sorting, shipping; inventory accuracy.
- Reduced damage and improved cycle counts.

Ansar Al-Ilan Establishment - Devices Supervisor

 01/2011 — 01/2012

- Oversaw display devices; on-site technical support.

● Selected Projects

- Planned and operated multi-audience marketing exhibitions and events.
- Streamlined procurement processes and unified specifications with vendors.
- Warehouse & inventory supervision; cycle count improvements.
- Led showroom sales teams to monthly targets.

● Education & Certificates

- BSc in Business Administration — Imam Muhammad ibn Saud University.
- Diploma in Specification — Jotun Academy.

● Languages

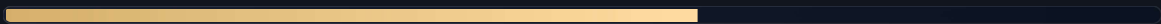
Arabic

Native



English

Good



● Skills

Procurement

Vendor Relations

Exhibitions

Event Management

Retail Sales

Inventory/Warehouse

Customer Service

Negotiation

Microsoft Office

Team Leadership

Design Sense

Layout

Colour

Typography

Logo

Drawing

● Honors & Recognition

- Project "Basmat Baladi" Completion Certificate — Ministry of Municipal, Rural Affairs & Housing.
- Workshop Certificate: "Design & Build Volunteering Opportunities" — same ministry.

Aljammal