



UWADILEKE ANAELE
(MSC,CIPSMN,IFPSM)

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Life Camp Abuja, Nigeria.
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PROFESSIONAL SUMMARY

Organized Procurement and Supply Chain Manager, with over 17 years of being a consistent producer, driven to improve results and exceed goals.

Business savvy, ensuring value for money in all transactions. Dedicated professional with high integrity, strong work ethic and great leadership skills which positively affects the organizational bottom line.

SKILLS

- Strategic Supply Chain Management and value analysis.
 - Claims Management and Milestone assessment.
 - Negotiation and contract drafting.
 - Price control and cost cutting.
 - Route planning, in-bound, out bound and reverse Logistics Management.
 - Competitive analysis and price forecasts.
 - Leadership and People Management.
 - Excellent Communication and writing skills.
 - Value analysis and process re-engineering
 - Quality assurance.
 - Needs assessment.
 - Local content management in contract administration
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WORK HISTORY

Phase3 telecom:

GM Supply chain Management. 08/2017 till date.

Location: FCT Abuja Nigeria

Deliverables:

- Responsible for sourcing for new contractors and conduct regular market surveys to benchmark prices.
- Responsible to negotiate and close contracts on behalf of the organization
- Develop partnership strategies with Vendors
- Develop an organisation's purchasing strategy
- Maintain updated contract database including information about suppliers' products, prices, contract sum, duration of contract etc.

- Establishes and executes procedures for procurement policy.
- Prepares and issues purchase orders; determines and negotiates prices, delivery and credit terms; buys according to established company policies and procedures; maintains accurate purchasing records.

- Responsible for evaluating, assessing and selecting vendors based on capabilities, performance and consistent quality assurance. Maintains rapport and good working relationships with vendors; keeps accurate vendor records.
- Performs other purchasing or inventory control duties as necessary or as requested.
- Prepare contracts in collaboration with relevant departments.
- Administrate, coordinate and cooperatively work with other departments, to resolve all issues relevant to the suppliers and vendors.
- Analyse and strive to maintain up-to-date knowledge of market trends, pricing, availability, and capacity, technology and supplier capability relative to the product or parts assigned.
- Supervises the daily requisitions from end user and checks the status of item requested.
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KEY ACHIEVEMENTS:

- Slashed the material cost of procurement of network equipment, Terrestrial and Aerial fiber optics cable for the provisioning of MTN Last miles across various states of Nigeria by 30% which netted the company more than \$5M in 6 months.
- Consolidated supplier base by 40% through the elimination of subpar suppliers while improving total cost and efficiencies.
- Sourced engineering equipment and engaged value adding third party service providers for the optimised deployment of Wide Area Network services (WAN) for Central Bank of Nigeria across 36states and efficiently manage the monthly recurring costs (MRC) recording a saving of \$2M and cost avoidance of \$500,000 after the project.
- Ensured on time delivery and improved purchasing quality through setting up the quality check procedures for the suppliers and personal on site checking.

- Cultivated solid business relationship with different suppliers that enabled us to receive deferred payment terms from them.
- Identified areas to cut cost by analyzing impact of maintaining lean SKU's as well as evaluating shipping direct vs. stocking inventory
- Worked regularly with the CEO and CFO to discuss and implement cost savings and operational improvements.
- Negotiated various supply and service agreements, delivering balanced commercial terms & conditions and favourable payment terms.
- Brought leadership to the procurement department and motivated staff to achieve maximum performance and efficiency
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USAID-Global Health Supply Chain Procurement and Supply Management.: Senior Procurement Manager. 01/2017 to 07/2017

Location: FCT Abuja Nigeria

Deliverables:

- Support the plan and Source Director in development of overall strategic plan, implementation framework and review of the Department's goal and objectives to support the GHSC-PSM and USAID mandate in the public health supply chain programs.
- Lead the development and management of request for information (RFI), request for quotation (RFQ), request for proposal (RFP) and indefinite quantity contracts (IQC). Sub-awards that will support the management of technical procurement of products and services that supports the health service delivery in Nigeria.
- Lead in the developing and managing relationships with vendors (including performing relevant assessment and due diligence) to ensure that technical procurement of goods and services are of the highest quality that meets US government regulations.
- Work with compliance team to ensure that technical procurement of goods and services are in line with USAID FAR/AIDAR regulations policies.
- Represent the Project in appropriate external technical meetings with the partners, Government and donors in support of the project goals and objectives.
- Coach and mentor team procurement advisors and managers in development of RFP,RFQ. IQC-sub awards, Task Orders for procurement services.

KEY ACHIEVEMENTS:

- Led the technical procurement of health products and services that supported the implementation of Global Health Supply Chain Procurement and Supply Management (GHSC-PSM) A USAID program for uninterrupted access to health commodities at the service delivery point.
- Championed cross functional engagement in the development, review and institutionalization of appropriate technical procurement standard operating procedures that meets US government regulations and USAID policies.
- Ensured optimum economic quantity inventory level for cold chain pharmaceuticals at USAID warehouse in a box (WIB) that supports the Northern region HIV program.
- Identified and quickly resolved logistical complications and supply chain shortages.

- Mediated between vendors, markets, and the accounts payable manager to quickly resolve incorrect invoicing.
- Continually ensure compliance of the Procurement function for the purchase of materials, equipment and services for Commercial and Government programs in accordance with FAR/DFAR Regulations.

Swift Networks Ltd:

Procurement and Inventory Manager 05/2015 to 01/2017

Location: Lagos Nigeria.

Deliverables:

- Managing the global procurement, and Warehousing activities of Swift Networks from need identification to final delivery of goods and services.
- Initiation and implementation of value adding supply chain policies and procedures to positively impact the organisational bottom-line.
- Cross functional collaboration with NOC, Engineering, Enterprise sales, CRU units in the centralization of the Swift Networks procurement process and procedures.
- Management of stores in all swift networks onsite and outstation locations to ensure stock items distribution efficiency.
- Introduction of value adding suppliers and service providers to ensure that the cost profile of the business is continually minimal.
- Coordination of offshore procurement, delivery logistics and reverse logistics for modems, microwaves, Radios, routers, switches and cables.
- Procurement department representative in Swift Networks/Huaawei partnership.
- Mentoring the staffs in the supply chain department to meet organisational objectives.
- Procurement lead in Swift networks site build out and Enterprise FOC projects.
- Pre-qualification and categorization of high value suppliers.
- Design and implementation of Supply chain SOPs that enhances VFM.

KEY ACHIEVEMENTS:

- Co-selected, implemented and deployed big ticket fiber last mile service providers. Securing long-term service agreements and achieving 20 - 25% annual savings on metro LM deployment alone.
- Managed the largest procurement group in Swift Networks with ~ \$8M annual spend for both private and public sector requirements with a team of 4 to 6 buyers across multiple locations.
- Created strategic sourcing plans for 2 new business units: Red Cheetah—a Wifi project and FTTX using GPON technology.
- *Drove increases in revenue and margin while delivering on quality, price, process and efficiency. Managed company's procurement and strategic sourcing with over \$6 million in spend. Negotiated with suppliers, built and led teams and ensured consolidation and leverage of purchases throughout the company.*

Weatherford International:**Procurement Coordinator and Supply Chain Manager.** *4/2013 to 10/2014***Location:** Port Harcourt Nigeria**Deliverables:**

- Working closely with internal PSL business Leads and 3rd Party suppliers to reduce business cost and ensure VFM in all transactions.
- Calculating the annual stock requirement of various product lines, factoring warehouse space availability and defining cost effective in-bound, out bound and reverse logistics options for effective deployment in remote locations.
- Calculating and reporting total supply chain cost per cycle.
- Management of strategic planning and execution of client job site load out and related logistics schedules.
- Coordinating local and international purchase activities via JDE system.
- Coordinating import, export and freight forwarding functions of the business through 3rd party freighting agents.
- Planning of procurement, cycle stock count, logistics and job load outs.
- Planning and determining re-order quantity, minimum and maximum stock levels for oil and non oil stock items to avert stock outs and over stocking.
- Supervision and provision of mentorship for all supply chain staffs.
- Based upon corporate and strategy specific value drivers ,develop and apply bid evaluation models that focus on total cost ownership.
- Using Supply chain tools such as PESTLE, Power positioning and price cost analysis, in providing input to value propositions and sourcing options.
- Performing Spend criticality analysis at the category and PSL Level.

KEY ACHIEVEMENTS:

- Collaborated with IT to transition purchasing/inventory management system from an outdated custom system to JD Edwards ERP.
- Zonal lead in JDE inventory and stock count exercise of Weatherford Nigeria Ltd, recording the first 95% level of accuracy in Nigerian inventory and asset reconciliation operations.
- Maintain strong vendor relationships, achieved cost savings, and negotiated contracts for key categories: Tools and Testing (7%), Wire line (10%), Janitorial Supplies (12%), and Cementing(15%)

Intels Nigeria Ltd:**Procurement and Supply Chain Mgr.** *09/2012 to 3/2013***Location:** Onne Nigeria.**Deliverables:**

- Create, manage and maintain supplier vendor relationship database which tracks past, present and future suppliers from pre-qualification and selection processes to contractual supply.
 - Lead, manage and drive local, country, international regulatory and quality audit inspections of PSC services, ensuring the Intels brand and business reputation are protected from internal/external risks and procedural exposures.
 - Review and Manage PSC management procedural activities to ensure they comply with Incoterms and other internationally applied import and export standard practices making recommendations for continuous improvement.
 - Influence the direction and development of new and alternative PSC sourcing strategies which are aligned to Intels strategic business goals, fully compliant and support HSE, HR, QUALITY and internal cost control measures.
 - Develop and provide supplier audits and assessments (process & products) ensuring effective supply, quality, performance and pricing metrics to meet company targets and procurement KPIs.
 - Ensure departmental adherence to group safety and quality procedures and processes providing on the job training to a small team of 6 staffs.
 - Provide expert advice and information about different suppliers, market conditions for materials to be sourced and procured.
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- Update and maintain procurement procedural manuals, job descriptions and organizational charts.
 - Ensure all local and foreign orders are delivered according to agreed timescales and that excellent internal customer service, problem resolution and related communications are relayed to customers and end users in good time.
 - Oversee the renewal, extension and amendments of contracts, negotiate local or import purchase by discussing options with end users.
 - Discuss options and modes of shipment by considering urgency, lead time, packing specifications, cost regime, transport availability and cut offs.

KEY ACHIEVEMENTS:

- Achieved significant savings to the tune of \$ 1M in six months by developing Asian/Middle east supply sources.
- Defined and implemented risk review and Management of Change programs for high value suppliers and service providers.
- Added value in monitoring and maintaining local inventory levels
- Negotiated favourable terms and conditions considering quality, delivery and price.
- Conduct a price analysis on all vendor quotes and services to determine most desirable and cost effective suppliers. This resulted in savings of approximately 20-50% or more.

Air Nigeria:

Procurement Manager. 04/2009 to 08/2012

Locations: Lagos, Sao Tome, Abidjan

Deliverables:

- Develop procurement and inventory control policies and procedures in line with corporate policy and business requirements.
- Contract negotiations and maintenance.
- Supplier relationship management and drafting of SLA for high category spends.
- Supplier pre-qualification and performance management
- Develop and implement strategic source plans for materials and services to support the commercial ambition of the business.
- Provide price forecasts for major categories of spend.
- Manage and develop direct reports to meet agreed business objectives.

KEY ACHIEVEMENTS:

- Train new Buyers/Sub-Contract Administrators on Procurement processes.
- Identify risk in procurement process, carry out mitigation actions and engage timely contingency plans when required.
- Design and implementation of Procurement flowcharts, procurement procedures and ethical governance in Virgin Nigeria start up procurement department.
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Virgin Atlantic/Virgin Nigeria:

Procurement Supervisor. *06/2005 to 03/2009*

Locations: Lagos, Accra, Dakar.

Deliverables:

- Obtain competitive prices/rates for the air line by developing network of suppliers locally & globally, and leading negotiations.
- Carry out regular supplier and supply market research in order to identify and develop competitive alternatives.
- Manage the vendor selection and evaluation process thus ensuring engagement of value adding vendors.
- Continually scan for new sources of comparative and competitive advantage.
- Regular review of global market and supply trend.
- Relate with professional peer groups in order to identify and adopt best practices.

KEY ACHIEVEMENTS:

- Continually ensure zero material stock out by establishing sound inventory control and ordering system.
- Served as freight forwarders primary contact for import documentation and container tracking that ensured absence of contract variation through demurrage and excess holding cost.
- Procurement Lead in setting up the first regional scheduled flight between Nigeria and SAO Tome

Halliburton Energy Services Ltd :

Procurement generalist. 06/2002 to 05/2005

Location: Warri Nigeria.

Deliverables:

- Resolves issues concerning company service agreement with contractors, engineering required documentation and ensure fulfilment of material deliverables.
- Order placement of technical spares, tools and testing equipments, pressure valves, capital equipment and expedited the same.
- Directed procurement and inspection of petroleum exploration and production materials in the Escravos location.
- Coordinated with Vendors submittal of technical and commercial tenders, Management of technical stores and outstation warehouse.
- Assigned and processed new requests for SAP Access for PMend users.

KEY ACHIEVIEMENTS:

- Integration of business and process from original suppliers to end users in Halliburton Energy Services procurement department.
- Sustainance of integrated Warehousing and Material management system that guide against overstocking and stock out situations in all HESNL offsite stores and Warri Central store.
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Halliburton Energy Services Ltd:

Procurement Officer. 02/2000 to 05/2002

Location: Warri, and Port HarcourtNigeria.

Deliverables

- Coordinated with vendors concerning material overage, shortage and damage. Worked closely with approved suppliers to gather all required material specifications as requested by end users.
- Submitted weekly procurement status report and interfaced with client job site personnel.
- Inventory management and stock control.

EDUCATION

Master of Science: Sociology, major in Race and Ethnic relations, 2018

University of Saskatchewan Saskatoon Canada—(In view)

Master of Science: Industrial Sociology and Personnel Management. 2002

Imo State University Owerri- Imo State Nigeria

I came out the top 5 in the graduating Msc Industrial Sociology and Personnel Management class, Imo state University in 2002.

The course work was an emphasis on labour relations management in the contemporary work environment.

There was also applied dialectics in personnel management in the achievement of optimum organizational productivity.

Course work in economics and professional prospecting skills a practical approach.

Bachelor of Arts: Archaeology. 20000

University of Nigeria Nsukka- Nsukka Nigeria.

In Bachelor of Arts Archaeology, emphasis was led on the reconstruction of the pre-historic epoch of human existence by the use of archaeological material evidences like artefacts, ecofacts, pollen analysis and dietary habit evidences from dung sites. By the application of archaeological excavations and reconnaissance.

Cultural resource management, environmental protection and conservation were also studied.

EDUCATION PROFESSIONAL

Certification in Supplier performance management: Supplier Performance Management. 2010

Next Level Purchasing Inc. Moon Township P.A. 15108 USA./University of West England Bristol.

Detailed course work on vendor pre-qualification and selection processes.

Vendor performance assessment criteria for high spend suppliers.

Vendor performance management and process improvement communication.

Contract drafting and milestone assessment.

Value analysis and value engineering.

Negotiation, price, cost analysis.

Price control and cost saving.

Buy or make decision.

Chartered Buyer: Procurement and Supply Chain Management. 2009.

Chartered Institute of Purchasing and Supply Chain Management of Nigeria (CIPSMN). Lagos Nigeria.

Detailed research and course work on International Procurement and Expediting.

Contract drafting, administration and evaluation.

Negotiation and order administration.

Inventory management, Ware housing and logistics handling.

LCs, Form M and letter of intent handling.

Company Laws and counter trade management.

Business Economics and Statistics.

Certificate of Participation USAID/PEPFAR: Training on the use and functionality of ARTMIS as well as processes and procedures in Technical procurement. 2017.kigali Rwanda.
