

ALI ASGAR ALIYEV



Buyer

An experienced specialist with a demonstrated history of work in the oil and gas industry. Experience in warehouse operations, warehouse management and procurement.

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Work History

Buyer (01/2020 – Current)
Bahar Energy Operating Company Limited.
Baku, Azerbaijan.

- Researching, selecting and purchasing quality of products and materials.
- Building relationships with suppliers and negotiating for the best pricing.
- Processing requisitions/updating status of orders.
- Updating inventory, checking stock levels to be kept at appropriate levels.
- Arranging transport of goods and track orders regarding on time delivery.
- Coordinating with management and stockroom regarding information needed.
- Assessing quality of stock received and escalating any discrepancies to suppliers and management.
- Open for work business trip.

Contract Specialist (08/2018 – 01/2020)
Bahar Energy Operating Company Limited.
Baku, Azerbaijan.

- Searching for tenders, RFI's and database registrations and selecting and assessing those best suited for the company.
- Performing an initial review of the Invitation to Tender (ITT) documents to establish the scope of work, the Tender schedule plan, tender reviews and submittal deadlines according to the procedures and customer requirements.
- Completing any / all documentation relating to pitches, proposals, tenders and data-base registrations. Keeping track of all required documents and updating information in timely basis.
- Clarification, evaluation, Contract Award documentation to present management for confirmation.

Skills

Social	Communication	Problem solving
Decision making	Time management	
Interpersonal	Coordination	Negotiation
Creative thinking	Computer skills	

Languages

Azerbaijan	█	█	█	█	█
English	█	█	█	█	█
Russian	█	█	█	█	█
Turkish	█	█	█	█	█

Education

- Secondary school**
Gymnasium of foreign languages
1996 – 2008 / Baku, Azerbaijan
- Junior Specialist of financial and tax law**
Baku Business Cooperation College
2008 – 2010 / Baku, Azerbaijan
- Finance**
Azerbaijan Agricultural University
2012 – 2014 / Gandja, Azerbaijan

RFQ Specialist (02/2016 – 08/2018)

Bahar Energy Operating Company Limited. Baku, Azerbaijan.

- Performing analysis and supporting pricing initiatives/process changes to ensure consistency of company pricing practices.
- Preparation of responses to Price Quotation requests from regional sales managers/customer service and lighting agents in timely basis.
- Addressing customer issues and ensuring effective and long-term problem resolution.
- Reviewing and evaluating price variance requests from sales staff. Formulating and communicating competitive analysis and current trends.
- Evaluating and implementing pricing annually based on market price and cost of goods.
- Developing detailed reports on cost/price analysis, including recommending price adjustments.
- Liaising between application engineering and sales support to create accurate product pricing.



Interests



An amateur photographer. Love photography, travelling and nature. Love watching TV, reading books and playing Ping-Pong.

Warehouse specialist (09/2012 – 02/2016)

Bahar Energy Operating Company Limited.

Baku, Azerbaijan.

<https://greenfields-petroleum.com/about-us/the-bahar-project-1>

- Conducting records of warehouse operations, compiling and providing the necessary reports
- Ability of working with brands, sizes and raw materials and other characteristics of the valuables stored in the warehouse.
- Assorting the stock of commodity-material and other values, freely navigating the types and grades.
- Participating in the inventory of materials and inventory commission.
- Providing the registration of shipping documents and other documents on weekly and monthly basis.
- Maintaining necessary warehouse and other documentation (primary documents, accounting documents, commodity-accompanying documents, etc.).
- Inspecting the valuables, goods, quality, completeness, and characteristics, depending on the specific values.
- Responsible for the safety of goods and material values stored in the warehouse.
- Collecting and returning to suppliers (customers) of loading and unloading details and returnable packaging.
- Responsible for their storage and subsequent return.
- Handling loading and unloading operations.