

PATRICK NADER

PROCUREMENT MANAGER

+9613546145 | patrick.nader@live.com | Beirut - Lebanon |

PROFESSIONAL PROFILE

Highly experienced Procurement Manager with over 9 years of expertise in strategic sourcing, contract management, and procurement operations, specializing in donor-funded projects. I excel at leading high-value procurement portfolios, ensuring compliance with international standards, and delivering value for money. My background includes extensive experience in logistics, asset management, warehousing, distribution, and customs clearance. I'm adept at navigating complex procurement environments, fostering supplier relationships, and optimizing processes to drive cost savings and operational efficiency.

My procurement experience spans diverse sectors, including:

- Construction: Photovoltaic systems, hydroelectric plant rehabilitation, pump installation, sewage and network repairs, and water meter assessment/repair.
- Water & Wastewater: Operation & Maintenance of treatment plants, and Design & Engineering for PV systems, pumping stations, and non-revenue water contracts.
- Health & Medical: Medical and laboratory equipment, and laboratory reagents.
- Information & Technology: ERP licenses, maintenance agreements, SCADA systems, integrated security solutions, and IT equipment.
- Services: Transportation (car rental, taxi), and Office & Kitchen supplies/furniture.

I have a strong track record collaborating with organizations funded by major donors such as the German Federal Foreign Office (GFFO), European Civil Protection and Humanitarian Aid Operation (ECHO), USAID, DFID, UNICEF, UNHCR, and various private donors. This exposure has provided me with a deep understanding of diverse procurement policies and procedures, particularly regarding compliance, planning, and implementation.

My expertise lies in efficiently managing complex procurement processes, ensuring cost-effectiveness, and adhering to industry standards.

KEY COMPETENCIES & SKILLS

- End-to-End Procurement Leadership: Highly experienced in developing procurement strategies, leading high-value portfolios, and managing contracts (including IDIQ and performance-based agreements) to deliver value for money.
- Donor-Funded Project Compliance: Deep understanding and proven ability to navigate complex procurement laws and donor regulations (GFFO, ECHO, USAID, DFID, UNICEF, UNHCR) ensuring fiduciary compliance across diverse projects.
- Broad Sector & Logistics Expertise: Extensive procurement experience across construction, water & wastewater, health & medical, IT, and general services, complemented by expertise in asset management, warehousing, distribution, and clearance operations.
- Relationship Management & Optimization: Skilled in supplier relationship management, negotiation, and process optimization to drive cost savings, operational efficiency, and effective cross-functional collaboration.
- Strategic Analysis & Team Development: Proficient in using data analysis and market research for informed procurement decisions, and experienced in capacity building, training, and mentoring procurement teams.

WORK EXPERIENCE

Procurement Manager DAI Global LLC Water Sanitation and Conservation Project

August 2024 – June 2025

Successfully led a **\$21M procurement portfolio**, overseeing strategy, subcontract management, and compliance for donor-funded projects.

Key responsibilities:

- **Strategic Planning & Compliance:** Developed and executed annual procurement plans, established KPIs, and strengthened internal controls, ensuring strict adherence to DAI and USAID regulations.
- **Contract & Operational Management:** Oversaw complex IDIQ contracts, task orders, and performance-based agreements. Streamlined workflows, enhanced tracking, and significantly improved procurement turnaround times.
- **Supplier & Relationship Management:** Expanded supplier networks, negotiated favorable terms, and ensured high-quality, on-time deliveries.
- **Team Leadership & Collaboration:** Managed and mentored procurement teams, while coordinating cross-functionally with finance, technical teams, and leadership to align procurement with project objectives.
- **Project Closure Expertise:** Directed the comprehensive settlement and handover of the WSC Project, including subcontractor negotiations, internal audits, and final certifications.

Notable Achievements:

- Managed over \$8.4M in key subcontracts, including \$1M for NRW repairs, \$1.6M for O&M, \$5.5M for seven solar PV projects, and \$1.8M for design & construction quality control.
- Awarded \$250K in water pump & accessory subcontracts and finalized the \$55K Hache hydroelectric plant rehabilitation.
- Secured Blanket Purchase Agreements (BPAs) for operational supplies and processed over 60 purchase orders.

Senior Procurement and Subcontracts Specialist DAI Global LLC Water Sanitation and Conservation Project

July 2022 – August 2024

Key Responsibilities:

- **Led PV Project Procurements:** Successfully managed procurement processes for photovoltaic (PV) projects, prequalifying 11 subcontractors and overseeing tendering for PV system installation (\$2.1M).
- **Managed Water & Wastewater Contracts:** Directed RFPs for pump installation, awarding \$250K in subcontracts. Handled procurement for wastewater treatment O&M, securing \$4.6M in contracts, and oversaw NRW performance-based contracts, awarding a \$700K task order.
- **Hydroelectric Plant Rehabilitation:** Launched and awarded a \$55K task order for the Hache hydroelectric plant rehabilitation.
- **Strategic Sourcing & Operations:** Finalized Blanket Purchase Agreements (BPAs) for essential supplies (recharge cards, toner cartridges). Managed tendering for non-revenue water repairs (\$700K), processed 50+ purchase orders, and maintained a supplier database of over 100 vendors.
- **Compliance & Collaboration:** Conducted thorough market research, negotiated favorable pricing, and ensured strict compliance with USAID & DAI policies. Collaborated closely with technical teams on procurement planning and financial coordination, while supporting inventory control and adherence to regulations.

Key Responsibilities:

- **Tender & Sourcing Strategy:** Managed the full tender lifecycle from preparing RFPs and RFQs, coordinating committee meetings, and generating detailed technical and financial reports for senior management awards. This included developing and implementing new sourcing strategies and strengthening the supplier database.
- **Operational Management & Analytics:** Executed daily procurement operations, including processing purchase orders and payment requests, coordinating goods delivery, and generating key procurement reports and KPIs for both internal staff and suppliers.
- **Compliance & Capacity Building:** Ensured strict adherence to procurement regulations, supported staff training on SOPs, and evaluated new grants.
- **Logistics & Specialized Procurements:** Provided crucial support in managing warehouse operations and assets. Additionally, managed tenders for specialized services like auditing, training programs, and alternative power solutions (solar and generators).

Key Responsibilities:

- **End-to-End Procurement Management:** Led the complete procurement cycle, from sourcing and quotations to bid analysis, tender execution (RFP generation, technical/financial reporting, awarding), and payment requests.
- **Strategic Sourcing & Performance Optimization:** Implemented a new sourcing strategy, developed Key Performance Indicators (KPIs), and maintained detailed tracking for all procurement activities to drive efficiency.
- **Capacity Building & Compliance:** Provided staff training on internal procurement processes and SOPs, ensuring adherence to organizational standards.
- **Logistics, Asset & Delivery Coordination:** Assisted in managing warehouse operations and assets at Beirut HQ and closely coordinated with staff for efficient delivery and receipt of all goods.

EDUCATION

- BA in Transportation and Logistics from “Holy Spirit University of Kaslik.
- High School Diploma in Sociology Economics from SSCC Beit Chabeb

COMPUTER SKILLS

- Microsoft Office Suite: Proficient in applications like Word, Excel, PowerPoint.
- Proficient in ERP, CRM, TAMIS and BVA systems.

LANGUAGES

ENGLISH: Full professional proficiency
FRENCH: Full professional proficiency
ARABIC: Native language