**HERMAN ANSGAR MNG’ONG’O**

**Procurement and Supply Chain Professional**

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**CURRICULUM VITAE**

**Competency Profile**

* Driven Supply Chain Professional through outstanding career in Procurement Management, Warehouse Management, Distribution planning and scheduling, Fleet Management, Sales Management and Customer Services.
* 20+ years of experience working in highly demanding environments.
* Highly organized, systematic with ability to Manage a Business unit with multi-tasks
* Excellent leadership skills and ability to lead a team to great success.
* Exceptional organizational skills to keep track of thousands of products in a Warehouse without a single one getting misplaced.
* Keen eye for detail to locate areas of improvement, Fluent in English and Kiswahili (Verbal and written)

**Personal Attributes**

* Highly interactive, team oriented, strong, self-motivated with a demonstrated ability to work to tight deadline without supervision, principled, honest, candid with high level of integrity, guided by professional ethics and code of conduct.
* Initiative, adaptability, Optimism, Confidence, Openness, Resilience, willingness to learn,

**Skills**

* Team work Skills, Leadership Skills, Interpersonal Skills, Communication Skills, Logical Reasoning skills, analytical skills, Proficient computer skills, Proficient in using Procurement and Logistics management software and systems (ERP), Multi-tasking and time-management skills, ability to prioritize tasks, detail-oriented, Analytical and problem-solving skills.

**Experience Summary**

* Procurement and Logistics Manager at **Baylor College of Medicine Children’s Foundation Tanzania**. (15th July 2019 to 31st May 2023)
* Procurement Manager at **One Acre Fund Tanzania** (07th January 2019 to 06th July 2019)
* Zonal Operations Manager at **Medical Stores Department** (1st March 2007 – 31st October 2018)
* Central Warehouse Manager at **Medical Stores Department** (1st March 2000 to 28th February 2007)

**Detailed Experience**

1. **Procurement and Logistics Manager at Baylor College of Medicine Children’s Foundation Tanzania. (15th July 2019 to 31st March 2023)**

**Duties and Key Achievements**

* Developed and implemented Annual Procurement Plans highlighting ideal Procurement strategies aligned with Organization’s Annual Work Plan, and objectives with a focus to achieve Value for Money Procurement (Resulted into improvement of delivery times by 28% and saving Tshs **108.3m** in total from the allocated annual procurement spend for financial years 2020/2021, 2021/2022 and 2022/2023 at Baylor Tanzania).
* Scouted, Identified, evaluated, and pre-qualified eligible and reliable suppliers, contractors, and service Providers to meet projected requirements. Built a strong Supplier relationship resulted into assurance of supply and delivery of goods and services at better terms and favourable prices.
* Spearheaded all Procurement Processes including Tendering Process in compliance with Procurement principles (i.e Accountability, Competitiveness, Consistency, Effectiveness, Value for Money, Transparency, Integration, and Integrity)
* Identified procurement-related risks and developed and implemented mitigate strategies to avoid supply chain disruptions, price fluctuations, and quality compromises.
* Controlled Procurement Budgets, Built the culture of long-term saving on procurement costs, Performed due diligence, and post-delivery supplier evaluation.
* Reviewed the Procurement Policy and recommended for amendment to comply with laws, rules and regulations governing the Procurement principles and practices.

1. **Procurement Manager at One Acre Fund Tanzania (07th January 2019 to 06th July 2019 – Special Contract)**

**Duties and Responsibilities**

* Developed and implanted a robust Procurement guidelines for cost effective process in all aspects of Procurement and controls
* Managed all procurement and contracting activities including pre-qualification, tender management, negotiation and preparation of Procurement contracts.
* Developed and maintained strong relationships with business stakeholders and strategic supply partners to improve business.
* Implemented change and developed new processes to better procure goods and services.
* Negotiated contracts with suppliers to obtain favourable terms and best prices of goods, services and works..
* Identified procurement cost saving opportunities to achieve financial goals.
* Identified areas for improvement to continually drive performance and business results.
* Conducted business review meetings with key stakeholders to assess risk, review future strategies, and identify potential cost cutting and improvement opportunities.
* Reviewed current procurement processes and made recommendations for improvement where appropriate.
* Prepared and submitted periodic Procurement reports for management review, comments and approval of recommendations.
* Trained, coached and mentored Procurement Officers to equip them with Procurement knowledge and skills.

1. **Zonal Operations Manager at Medical Stores Department (1st March 2007 – 31st October 2018)**

**Duties, Responsibilities and Achievements**

* Prepared Zonal Annual Business Plan and operating Budget, implemented the Business Plan and Managed Zonal operating budgets
* Developed and implemented Zonal Procurement system and processes which enhanced efficiency and productivity resulting to boosting inventory turnover while cutting down carrying costs, and forecasting system to reduce overall delivery time.
* Tracked and reported to Senior Management key functional metrics to reduce Procurement expenses and improve effectiveness while complying to the Public Procurement rules and Regulations
* Performed due diligence, negotiated and managed Procurement contracts to achieve Value for money and ensure timely delivery of goods and services required at the zone.
* Identified procurement-related risks and developed and implemented mitigate strategies to avoid supply chain disruptions, price fluctuations, and quality compromises.
* Controlled Procurement Budgets, Built the culture of long-term saving on procurement costs, Performed due diligence, and post-delivery supplier evaluation.

1. Central Warehouse Manager at **Medical Stores Department** (1st March 2000 to 28th February 2007)

**Duties and Responsibilities**

* Organized the safe and efficient receipt, storage and dispatch of warehoused goods.
* Planned and organized the efficient and effective distribution of goods including last mile route optimization
* Managed Warehouse strategically in compliance with company’s policies and vision
* Initiated, coordinated and enforced optimal operational policies and procedures
* Maintained standards of health and safety, hygiene and security
* Managed stock control and reconciled with ERP
* Produced reports and statistics regularly (Stock status report, dead stock report etc)
* Received feedback and monitored the quality of services provided

**QUALIFICATIONS**

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| **Year (From – To)** | **School/College** | **Area of Study** | **Award** |
| 2003 – 2005 | Institute of Finance Management (Evening Class) | Procurement and Logistics Management | Certified Procurement and Supplies Profession |
| 1996 – 1998 | Chartered Institute of Purchasing and Supply (CIPS) – UK (Distance Learning) | Purchasing and Supply  Management | Diploma in Purchasing and Supply |
| 1993 – 1995 | Dar es Salaam Institute of Accountancy | Materials Management | The National Diploma in Materials Management |
| 1987 - 1988 | Dar es Salaam School of Accountancy | Purchasing and Stores  Management | The National Purchasing and Store  Keeping Certificate |

**PROFESSIONAL REGISTRATION AND RECOGNITION**

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| --- | --- | --- |
| **Year** | **Professional Institution** | **Registration and Recognition Category** |
| 2022 | Association of Supply Chain Management - UK | Certified Supply Chain Professional |
| 2012 | Procurement and Supplies Professionals and Technicians Board | Licensed Consultant – Procurement and Logistics Management - PSPTB |
| 2012 | Procurement and Supplies Professionals and Technicians Board | Certified Procurement and Supply Professional - PSPTB |
| 1999 | The National Board for Materials Management | Authorized Supplies Officer/Stock Verifier - NBMM |
| 1996 | The National Board for Materials Management | Approved Supplies Officer/Stock Verifier - NBMM |

**Training and Study tours exposure:**

1. 21 Days Training on Purchasing and Stores Management in Oslo-Norway Organized by SPM and financed by Norwegian International Development Agency (NORAD) in 1997.
2. 21 Days training in Purchasing and Supply Management, organized by SPM, financed by Storthert Group Inc. of Canada and conducted by The Chartered Institute of Purchasing and Supply of UK in Windhoek –Namibia (1998).
3. 14 Days study tour at Albert Luthuli Memorial Hospital in Durban –South Africa (Study the Procurement, Storage and Control of Pharmaceutical supplies)- February 2007.
4. 14 Days study tour at Algare Wellness Pharmaceutical Company in New Delhi- India (Study the Procurement, Storage, Control and distribution of Pharmaceutical supplies) in February 2009.
5. 14 days study tour at Central Medical Stores in Gaborone- Botswana for Study of implementation new ERP System and process flow mapping in August 2009
6. 21 days training on Public Procurement Act 2004 and its Regulation of 2005 at Arusha in October 2009.
7. 18 Days site visit for Pre contract due diligence of new ERP system functionality at London, Cardiff, Preston and Bracknel in UK (February 2010)
8. Business Process re-engineering workshop conducted by Epicor Software Corporation at Johannesburg-Republic of South Africa (November 2010).
9. Various local training (Short courses), seminars and professional conferences

**Professional Referees:**

1. Caroline Ngunangwa

Human Resources and Administration Manager

Baylor College of Medicine Children’s Foundation Tanzania

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1. Brendan Lyimo

Program Manager,

The Elizabeth Glaser Pediatric AIDS Foundation (**EGPAF**) – DAR ES SALAAM

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1. Salome Mallamia

Director of Zonal Operations

Medical Stores Department,

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