Abdullah A. Alrajeh

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Internal Auditor | GRC Professional | Governance, Risk & Compliance Specialist **LinkedIn**: Abdullah Alrajeh

PROFESSIONAL SUMMARY

Internal Auditor and GRC Professional with 10+ years of experience in Internal Audit, Operational Audits, Governance, Risk Management, Compliance, and Internal Controls. Experienced in leading risk-based audits across procurement, supply chain, logistics, inventory management, warehouse operations, and retail businesses. Proven ability to identify risks, strengthen controls, improve operational efficiency, and support business objectives through effective governance and risk management practices. Holder of internationally recognized certifications in Governance, Risk, Compliance, Audit, and Integrated Risk Management.

PROFESSIONAL EXPERIENCE

Operations Internal Auditor **ABYAT, Dhahran, Saudi Arabia** **(Oct 2021 – Present)**

- Lead risk-based internal audit engagements across procurement, supply chain, logistics, inventory management, and operational functions.
- Assess design and operating effectiveness of internal controls and governance processes to ensure alignment with organizational objectives.
- Identify operational inefficiencies, control weaknesses, and compliance risks while providing practical recommendations for sustainable improvement.
- Prepare comprehensive audit reports and present key findings, risk exposures, and action plans to management.
- Perform follow-up reviews to evaluate corrective actions and ensure timely closure of audit observations.
- Promote risk awareness and strengthen the internal control culture across business
- • Perform retail showroom audits and warehouse audits to assess operational efficiency and compliance with company policies.
- • Conduct inventory reviews and stock count observations to identify control gaps and improve inventory accuracy.

Internal Audit Associate **Al- Othman Holding, Dhahran, Saudi Arabia** **(Nov 2017- Oct 2021)**

- Participated in planning and execution of operational, compliance, and financial audits using risk-based methodologies.
- Evaluated effectiveness of internal controls and compliance with corporate policies and procedures.
- Conducted transaction testing, payment reviews, reconciliations, and audit fieldwork activities.
- Supported inventory audits and fixed asset verification across multiple business units.
- Prepared audit working papers, reports, dashboards, and management presentations.
- Contributed to strengthening internal control frameworks and reporting processes.

Business Analyst – Intern **Waed " Aramco " , Khobar, Saudi Arabia** **(Mar 2017- Sep 2017)**

- Supported development of entrepreneurship and incubation programs
- Assisted in managing seed funding initiatives and startup evaluations
- Coordinated workshops and stakeholder engagement activities
- Acted as a point of contact for program participants and inquiries

Accountant **Twareat Medical Center, Khobar, Saudi Arabia** **(Sep 2016 - Mar 2017)**

- Managed accounts receivable processes and ensured timely collection of outstanding balances
- Coordinated with banks on loans, deposits, and financial transactions
- Assisted in preparing financial statements and reports
- Maintained daily accounting operations and ensured financial accuracy

Data Entry **Al Zamil Group, Khobar, Saudi Arabia** **(Feb 2010 - Apr 2011)**

- Supported payroll processing and financial data management using Excel
- Assisted HR with onboarding and administrative coordination
- Contributed to documentation, compliance processes, and operational support

EDUCATION:

Valparaiso University, United States of America
Bachelor of Science in Business Administration- Finance. (August 2016)

College of Technology, Dammam, Saudi Arabia
Accounting Diploma. (July 2009)

CERTIFICATIONS

- GRC Professional **(GRCP)**
- GRC Auditor **(GRCA)**
- Integrated Audit & Assurance Professional **" IAAP"**
- Integrated Risk Management Professional **(IRMP)**
- Integrated Compliance & Ethics Professional (**ICEP**)
- Project Management – **CBP**

CORE AUDIT EXPERTISE

- Operational Auditing
- Retail Auditing
- Warehouse Auditing
- Inventory Auditing
- Procurement Auditing
- Supply Chain Auditing
- Risk Assessment
- Internal Controls Testing
- Compliance Monitoring
- Audit Reporting