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**NASIR**

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**PROFESSIONAL SUMMARY:**

**UAE Experienced Supply Chain Professional** having **7+ Years Experience** with hands-on experience on **SAP** and expertise in **strategic procurement, operational planning and enterprise resource planning**. Holds **MBA Degree with specialization in SCM** and pursuing certification of **CSCP (Certified Supply Chain Professional) from APICS**. Looking for a rewarding and challenging position where I can utilize my knowledge while simulating personal and professional growth.

**SKILLS**

Sourcing & Procurement Planning and Forecasting SAP

Vendor Management Claims & Contracts Buying & Sales Terms

Transportation Project & Program Management Logistic management

Warehousing Multi Site Operations Customer & Sales Services

Operations Planner IT Systems MRP

CRM SRM ERP

Inventory Management/control CAPEX Microsoft Office

**EXPERIENCE:**

* **Designation: Sales and Customer Services Executive**
* **Tenure: December ‘17 – Present**
* Successfully handling Customer demands and enquiry on daily basis and maintain good customer business relationship in terms of supply and services.
* Cost effective Price negotiations with local and international customers.
* Responsibly Initiating customer sales order as per sales quotation.
* Managing On-time deliveries and inventory stock from warehouse, by communicating with logistics Team.
* Efficiently coordinate and follow-up in meetings with customers for selected products and Samples on agreed delivery terms & prepare supplier meeting reports.
* Successfully manage MRP, communication regarding production orders, raw materials & deliveries between Production and sales department.
* Responsibly handle Book Invoices in system from customers as per agreed payment terms.
* As a Quality Auditor maintaining quality assurance of policies and procedures as per ISO standards.
* Attend MOM on daily basis and address issues related to Products, raw materials and delivery time.
* Manage Customer profile creation along with updated information in a system.
* Consolidate KPI’s monthly and successfully keep progress record.
* **Designation: Logistics and Supply Chain Executive**
* **Tenure: December ‘14 – June ‘17**
* Successfully handled Inventory Management such as Monitor Stock levels, Initiate inventory report, maintain stock requirements and stock keeping units through planning and forecasting.
* Responsibly Initiating Purchase order as per Purchase Request.
* Cost effective Price negotiations with local and international suppliers.
* Efficiently coordinate and follow-up in meetings with suppliers for materials on agreed delivery terms & prepare supplier meeting reports.
* Consolidate KPI’s monthly and successfully keep progress record.
* Successfully manage Interplant and Intercompany material transfers.
* Responsibly handle Book Invoices in system from suppliers as per agreed payment terms.
* As a Quality Auditor maintaining quality assurance of policies and procedures as per ISO standards.
* Create and run the reports on Excel regarding stocks and inventory along with inventory days and represent through charts and tables.
* Manage Vendor creation along with updated supplier information in a system.
* Discuss and finalize terms of buying and sales along with contract management and claims with suppliers and customers.
* **Designation: Trainee – Supply Chain**
* **Tenure: July ‘13 – December’ 14**
* Learned and managed Logistics and warehouse activities on daily basis.
* Successfully managed activities receiving materials, handling, and stock pallating and dispatching to warehouse along with storage and space utilization.
* Understanding process and documentation required.
* Successfully learned and manage Product delivery cycle, warehouse management system and Inventory management.
* Learned business activities within company and get trained on system software (SAP) accordingly.
* Get familiarize with purchasing process, from creating PR to PO. Negotiation with suppliers, negotiating quotations & settling delivery terms.
* Learned to create reports and make transfers from various locations.
* Learned their transportation process and delivery process across UAE.
* **Designation: Logistic Coordinator / Account Executive**
* **Tenure: March ‘11 – April ’13**
* Successfully maintained logistics and transportation (operations).
* Monitored daily status report (DSR) and vehicle movement report (VMR) from point of loading till final destination.
* Monitored warehousing activities on daily basis by coordinating with clients and officials.
* Record keeping for consignments and check on receiving and dispatching the same from warehouse.
* Supervised stocking activities in warehouse and maintain documentations.

**EDUCATION:**

* **2012 MBA SZABIST. Karachi, Pakistan.**

Supply Chain Management.

* **2010 BBA (Hons) Iqra University. Karachi, Pakistan.**

Marketing.

**ACHIEVEMENTS**

* Manage to re-implement SAP strategies successfully.
* Create and handle Master Vendor File for Local and International Suppliers.
* Re-structured the system to deals with client and mange their record of consignments.
* Implemented Climax software for Logistics & Transport system.
* Successfully Managed 600 Containers and 400 vehicles in a given time to achieve target.

**ADDITIONAL INFORMATION:**

**D.O.B:** 09th FEB 1987

**Driving License:** Valid till 2023

**Nationality:** Pakistani

**Visa Status:**  Employment Visa

**REFERENCES:**

Furnished on request.