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|  | **First Name of Application CV No 1646316**  Whatsapp Mobile: +971504753686  New_logo.gif  To get contact details of this candidate Purchase our CV Database Access on this link.  <http://www.gulfjobseeker.com/employer/services/buycvdatabase.php>  **Core Competencies:**   * Supply Chain Processes, Procurement, Warehouse, Sub-contractor Prequalification, Contracts, Quality & Cost Control, Multi-Tasking, Sales ,Marketing and communications, Reporting and documentation. |
| **Education:**  **M.B.A**  Al Khair University, 2007-2008  **M.A**  Punjab University,  1997-1998  **Key Achievements:**  **ABJ Traders -UAE**   * My team consistently maintained the highest percentage of quality standard on a floor of as well as achieved given target by 110%. * Recognition for In charge of the month.   **Mobiserve -PK**   * Achieved maximum target for BT customers. * Certificate of Achievement for Successful Implementation of Oracle Financial.   **KWANG SANG -KR**   * Achieved maximum target for BT customers.   **Professional Skills:**   * Managing Sales * Excellent Communication Skills * Negotiation skills * Able to work in pressure oriented/ challenging environment * Public Relation * Analytical Thinking * Problem Solving Skills   **Languages:**   * English (Excellent) * Urdu (Native)   **Other Distinctions:**   * Scout Section” Unit Leader’s Certificate from Punjab Boy Scouts Association * Microsoft Office Automation Course from Super Tech Institute of Computer Sciences.   **DiSC Profile:**  Careful, Focused on excellence, Result oriented and Collaborative, | **Professional Experience**  **Arish Bin Jang Traders-UAE - April 2014- Present**  **Sales Executive**   * Marketing different Korean products like, Blankets etc. * Selling used heavy machinery like; JCB & Tadano Cranes * Procuring, Marketing & selling Bed sheet, Head phones, Generators, Blankets, Mattress, Steel Bed and Leather Gloves etc. * Maintaining company record ;PO, Delivery order and invoices record * Controlling warehouse with material delivery * Managing Shipments clearance & Transportation * Payments follow up   **Mobiserve Pakistan Pvt Ltd Jul 2006 - Aug2013**  **Procurement Specialist**   * Final selection of material vendors through evaluating supplier quotation keeping in view end users demand. * Procuring of materials and services on the best available terms (quality, price, lead time) in accordance with stated specifications, mainly. This includes preparing RFQ's, evaluation of offers, activating/organizing, negotiations, preparing documentation for PO/contract approval, follow-ups, facilitation and tracking. * Arrangement and management for evaluation of both civil work and RF contractors in concerned regions with help of Production Manager and TI Manager. * Timely review of market rates for different materials in order to maintain competitive edge. * DGs overhauling, Site masters & Rental Genset nationwide. * Procuring Generators new & used parts * Purchasing of Tower, Monopoles, shelters, fence, main gates & all BTS site accessories. * Maintaining of minimum stock level in coloration with planning and end-users. * Purchasing of nationwide oils, batteries, and Gensets and RF parts. * On Ground Picture for Execution Departments for Final Approval. * DGs Refueling Proposals Analysis & Site Maintenance Proposals Analysis. * Civil, Electrical Tools Proposal Analysis, Electrical & Mechanical Material Proposals. * Procuring Civil construction material for new Sites * Interdepartmental Interaction & Collaboration. * Coordination with warehouse regarding material delivery. * Working on Oracle as a buyer. * Responsible of Item coding on Oracle, Purchase Request to Purchase Order raising processes. * Approved PO records maintain & Dealing Issues related to PO, s. * Managing and administration of Transportation & Fuel related matters. * Bargaining and price negotiation with Suppliers and Transporters. * Fueling record maintenance for department i.e. Fuel sheets and Fuel Summaries. * Managing and arranging transportation for Mobiserve regions and sites (Heavy Vehicle). * Junk material selling Nationwide. * Material supplier payment follow up with Finance * Supplier Invoices issues coordination with Finance & supplier * All working through Supply Chain System * Office material purchasing (Furniture & stationary) etc.   **KWANGSANG Korean Textile Company, South KoreaDec 1999 – Feb 2006**  **Technical Supervisor**   * Getting samples approved coordination with production for timely delivery of shipment. * Smart and stable track record in woven merchandising. * Involved in sampling, manufacturing, costing, sourcing, vendor Management. * To ensure timely delivery of desired quantities as per quality and design specifications |
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