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|  | **First Name of Application CV No 1646316**Whatsapp Mobile: +971504753686 New_logo.gifTo 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.
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| **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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