**Mushtaq “SAP MM/WM Consultant”**

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| Profile Summary | * IT professional with very strong business analysis, project management and organizational development skills * Over 11 years of diverse experience in IT, Procurement, Inventory Management and Sales * 6+ years of strong experience in implementing, training and support in SAP & Oracle SCM, Focus primarily on Materials Management, Sales & Distribution, Plant Maintenance and Overall Integration. * Strong qualifications in all facets of software development life cycle from requirements gathering, analysis, design, testing and user sign off * A dedicated team player or solo performer with a big picture perspective and the patience to handle fine technical and administrative details |
| Employment history | Oil & Gas Company - Aug 2015 to Present  **Sr. Systems & Data Analyst**  Responsibilities included:   * Responsible to maintain the systems and data integrity and quality * Design and implement new tools and techniques to improve the quality and efficiency of operational processes * To assist in the development, testing of reports and apply best practices to provide support and training manuals to Users * Develop/build System on line queries to train users to run reports for data analysis and proper decisions. * Develop specifications for queries and KPI reports that support and reflect approved system requirements. * Analyze/resolve system issues, assessing validity, criticality and provide alternate solutions. * Conduct interviews / discussion with key users to identify changes and enhancements that will improve the overall systems and data performance. * Recommend improvements in procedures and processes   Pak-Arab Refinery Limited – April 2008 to July 2015  **Management Executive “SAP Consultant”**  Responsibilities included:   * Provided business analysis expertise in comprehensive extraction and development of detailed functional requirements, process diagrams, report specifications, and prototype * Provided support to system users, advice business on best practices to follow, Maintain system functionality to meet end-user needs. * Planning, Controlling, and monitoring for requirement and design related phases in Software Development Life Cycle as a Team Lead * Provided a functional support of SAP Materials Management Module, Sales & Distribution Module and Fleet Management to PARCO and Oracle EBS Purchase, Inventory & eAM to PAPCO. * To exploited and utilized new SAP MM and Oracle SCM features were not currently in use * Performed& managed the continuous Change Management Process. * Documentation of SAP MM/SD/PM Business Modules * Developed ABAP reports, smartforms and SAP queries   Institute of Business Management – May 2007 to Mar 2008  **Programmer**  Responsibilities included:   * Requirements analysis and validation from end users * Software updation & Reports development * Incorporated necessary changes as needed * Engaged with staff and management from all departments to identify, clarify, or define reporting. * Ensured reporting requirements being rendered as usable information output * Process Re-engineering   Pak-Arab Refinery Limited - Mar 2004 to April 2007  **Inventory Controller cum IT Assistant**(**Worked in the capacity of IT coordinator and Inventory Controller in PARCO Materials Department on third party pays contract**)  Responsibilities included:   * Material Master management in MAXIMO * Root-cause analysis for enhancement of inventory accuracy * stock levels, lot-sizing cataloguing, guidance in administering and coding in accord with Shell MESC * Physical Inventory Periodically/Cycle Count * Provided monthly, yearly and ad hoc statistical and information reports on Inventory movement * Designed & Developed modules in VB-6 to streamline day-to-day Materials Department operations * Developed Basic and Analytical reports using Oracle Report Developer and Crystal Report. * Understand business requirement and communicate the requirements to Maximo Administrator * Tested Scenarios of Purchasing and Inventory in Maximo and apply the changes in the reports * Trained staff how to use computer systems and programs   **Novatex Limited - Jun 2003 to Oct 2003**(Polyester Resins Manufacturer industry of Pakistan)  **Inventory Controller:**  Responsibilities included:   * Designing of coding system procedure and Item Coding Category wise * Checking and Maintenance of Stock Levels * Record Keeping of Receiving and Issuance in computer * Preparation of Monthly Order / Import Order, Goods Inspection Note and Goods Receipt Notes * Prepared different reports regarding Stocks, Consumptions and Inventory Levels |
| Certification, Diploma & Training | |  |  |  |  | | --- | --- | --- | --- | | **SAP MM Certified Consultant**  **SAP** | **C:\Users\mushtaq\Desktop\sap.png** | | | | **Oracle Certified Professional 9i (OCP) DBA**  Oracle Corporation | | **C:\Users\mushtaq\Desktop\ora.png** |   **Oracle 9i DS (Developer Suit)**  Orasoft Training Institute, Karachi  **ITIL v3 Foundation Training**  Business Beam Karachi  **Two weeks Training Program of SAP MM Module**  Siemens Learning Center, Clifton, Karachi, Pakistan  **Certificates/Participation in IMS, Team Building, Fire Fighting, Behaviour Based Safety, Clear**  **Communication, Towards Personal Excellence, Time Management, Stress Management etc**  Internal Workshops |
| Assignments/ Project Executed | **August 2013 to Jul 2015**  **SAPMM,SD,PM/Oracle/WM EBS SCM In-house Support Project at PARCO/PAPCO/PPGL**  Support Consultant SAP/Oracle EBS   * Providing functional and technical support to implement continuous Change Management Process.   **January 2013 to July 2013**  **SAP Implementation at Pearl Gas (Pvt) Limited**   * Lead Consultant MM, Full lifecycle Implementation (Organizational Structure, Master Data, MRP, Purchasing, Inventory and Invoice Verification)   **April 2012 to June 2012**  **Implementation/Configuration of new Business Processes of Sales for PARCO in SAP SD Module**   * Lead Consultant SD, Requirement gathering and Business Blue preparation, Configured Sales Area, document types, incompletion log, document flow, condition technique/pricing, and shipping, billing   **September 2011 to December 2011**  **Full lifecycle Implementation of Fleet Management Solution in SAP in PARCO**   * Lead Consultant, Workshops with Key user and Business Analyst, Collection of requirements, Preparation Of Business Blue Print, Complete End to End Cycle Configuration & User Training, Post Implementation Support   **January 2011 to August 2011:**  **Implementation of Oracle EBS R12 Purchasing, Inventory Management in Pak Arab Pipelines Ltd**   * In a fast-track Oracle 12i implementation project, successfully led implementation of Oracle Purchase and Inventory Module to replace MAXIMO through O.B.A methodology * Engaged as functional lead, Done configuration of Oracle Purchasing and Inventory.   **April 2008 to December 2008**  **SAP Implementation**   * Reviewed AS - IS business processes and transformed into SAP best practices (TO - BE) and finalized them into effective & agreed business blue prints Materials Management configuration as per business requirement. * Worked with business process owners and middle management ensuring SAP optimal support for new divisional business processes. * Designed and implemented solutions in line with business requirements. * Trained Key Users on ways to maximize the value from the system. * Assured functional support to key-users and end-users. |
| Software Projects | **Procurement Monitoring System (Academic)**  Development of Dot.Net application and sharing of information with SAP using SAP.Net connector.  **Material Management System (Academic)**  To ensure availability of materials/spares as and when required for production/services.  **Document Control & Management System (PARCO)**  Keeping records of outgoing and incoming documents and also PR, RFQ, PO and GR.  Different types of reports are generated by DCMS for overview. |
| Skills & Expertise | **Industry and Business Process Exposure**   * Information Technology, Procurement, Inventory Management, Order Management, Warehousing, Business Process Reengineering,   Soft Skills & Method Exposure   * Project Planning, Budgeting Planning, Requirements Analysis, Use Cases, ER / Data Modeling, Process Modeling, Decision Support, Change Management, Business Process Re-engineering   **Application Software Exposure**   * **SAP, Oracle EBS, ABAP, SAP Query, LSMW, Data Loader,**Oracle Developer 6i / 9i, Visual Basic 6, VB.Net, C/C++, Crystal, Report, Oracle 9i Database, MS SQL-Server, MS-Access, MS Office, Microsoft Project, Erwin, Microsoft Visio, Lotus Notes |
| Honors and Awards | * Awarded "Gold Medal" for securing first position in Master of Computer Science (MCS), 2012 * Award of Merit Scholarship from PAF-KIET * Award of Achievement from Orasoft Training Institute * Certificate of Excellence from Orasoft Training Institute |
| Education | **Master of Computer Science (MCS), 2011 3.9CGPA “Gold Medalist”**  PAF-KIET - Karachi Institute of Economics & Technology  **Bachelor of Computer Science (BCS), 2003 71.51%**  PetroMan Training Institute In affiliation with Shah Abdul Latif University Khairpur |