**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
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| 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
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| Certification, Diploma & Training |

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| **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.
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| 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
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| 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
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| 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 |