Saboor

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# Objective

**Over 13 years of experience in Fashion Apparel sector which includes 7 years of Buying / Merchandising and 6 years of apparel production merchandising and purchase / procurement**

**Currently designated as Production Manager with Bait Al Kandora (UAE based brand) handling all production maters and procurement**

# Education

## BACHELORS | 2011 | FEDERAL URDU UNIVERSITY (PAKISTAN)

* Major: COMMERCE
* Minor: MARKETING

# Skills & Abilities

* Extremely focused and Self-motivated.
* Innovative and logical while working to develop the best possible methodology of work to achieve maximum efficiency and output.
* Able to handle multiple assignments
* Can work in challenging environment
* Highly organized and dedicated with the positive attitude
* Quick and percept

# Experience

## Production manager | bait al kandora | oct 2015 to present

* Monitor and supervise the whole factory
* On time deliveries
* Communication with online customers
* Fabric selection and order placement of fabric according to seasons
* Developments of new styles
* Support and provide guidance to production team and sales team on outlets
* Give trainings to newly hired sales persons
* Analyzing performance of team and train them to perform well
* Purchase and procurement of material from local and international market
* Weekly visits to all outlet (within UAE)
* Trouble shooting and getting approvals from management and customers
* Directly working with sales and customer services team

## Manager merchandiser / procurement | siddiqsons limites | jul 2013 to aug 2015

* Handling the team of 8 merchandiser and around 20 different buyers like Inditex group, LPP cropp, teddy, Piazza Italia, Newlook, top Shop, River Island, H&M etc
* Manage all categories Women’s wear, Men’s wear, boys and kids, accessories from international market
* Costing and pricing of garment / Apparel
* Meeting with customers at the time of order placing
* Attending trainings and seminars
* Visits to fashion and textile exhibitions
* Events planning and management
* Responsible for preparing seasonal range according to trend and buyer’s requirement
* Proper Follow-up with team to maintain work flow
* Monthly meeting with Directors
* Support and provide guidance to production team and merchandisers
* Analyzing performance of team and train them to perform well
* Ensuring that all material is available in-house before proceeding in production
* Presentation to international buyers and briefing about the products
* Fabric Buying and Selections
* Trouble shooting and getting approvals from buyers

## senior PRODUCTION merchandiser | mh industries | jul 2010 to may 2013

* Handling Different customers Kiabi, Dodeca, D-Tek, soho Babe, koman and many more (Kids, Boys, Women and Mens)
* Direct correspondence with buyers and buying houses
* Costing and pricing of garment / Apparel
* Meeting with customers at the time of order placing
* Proper T & A plan for smooth production
* Maintain and update Production report
* Monthly meeting with higher management on update of orders
* Handling production and sampling issues
* New developments and researches on different washes
* Managing the juniors and conducting daily meetings
* Many more

## APPAREL BUYING MERCHANDISER | KIMS FASHION INC | OCT 2005 to APR 2010

* Handling one division (Boys) of USA based brand **SOUTHPOLE**
* Correspondence with our international office (USA)
* Making updates and maintaining order records
* Getting developments made from vendors and checking specs and styling before dispatching to Head office
* Researching latest trends and designs
* Proper follow-up of all samples (Proto, fit, P.P and shipment samples
* Briefing to Quality team regarding the details and requirements of buyer at time of productions
* Ensuring the on time dispatching of all samples
* Prepare T & A plan for sampling and production
* Get the lab testing done according to requirements
* Attending training sessions

## REFERNCES

* Will be furnished upon request