**LOGISTICS AND SUPPLY CHAIN MANAGEMENT PROFESSIONAL**



**IBRAHIM**

**Visa Status: Employment**

**PERSONAL INFORMATION**

Date of Birth: 23-JAN-1992

Nationality: Ghanaian

Religion: Muslim

Interests: Research, Listening to music, Soccer, Reading**.**

**CAREER OBJECTIVE**

A highly motivated logistics and supply chain management professional in an organization with a proven track record of successfully leading and implementing process improvements with the help of my strong organizational skills, education and experience.

**CAREER SUMMARY**

A dedicated and certified logistics and supply chain management professional who is Currently working as a Packing and Packaging Clerk for Gulf Extrusions LLC., supervising the supply chain of Packaging Division of the company. Worked for 2 years in Crown Logistics Ltd, Ghana and was responsible for production, logistics and distribution. I have done my National service in National Health Insurance Scheme Ghana at the accounts department and was in charge of Logistics.

**CORE COMPETENCE**

* Overview of Logistics & Supply Chain.
* Planning & Demand Management
* Inventory & Warehousing
* International Trade
* Procurement & Purchase Management
* Transportation & Distribution Management
* Contract Management
* Risk Management
* Quality Assurance
* Training and Leadership

**SKILLS**

* Excellent proven track record of oral and written communication skills.
* Diplomatic and courteous approach to dealing with clients and suppliers.
* Having expert knowledge of both the theoretical and practical sides of logistics.
* Having the flexibility to adapt to a variety of situations, working well under pressure and dealing with unforeseen circumstances in a professional manner.
* Basic Computer Skills and programming(Microsoft Office: MS Word, Advanced Excel, PowerPoint, Access, Outlook.
* ERP Systems:​​Advanced SAP (Extrusions Management System EMS) and an Oracle user.
* Leading a team with a successful outcome.

**EDUCATIONAL BACKGROUND**

* Bachelors of Arts in Integrated Business Studies, University For Development Studies,Tamale, Ghana. 2010-2014
* Senior High School Certificate, Ejisuman Senior High School. Ejisu, Ghana. 2006-2009
* Junior Secondary School Certificate, Higher Institute of Islamic Studies Junior High SchoolSepe Buokrom-Kumasi, Ghana 2003-2006

**QUALIFICATIONS/CERTIFICATIONS**

* Logistics and supply chain management professional by (American Institute of Purchasing and Logistics Management USA). 2019-2020
* Preparation for logistics and supply chain management by ( Knowledge and Human Development Authority. Dubai-UAE). 2019-2020
* Certified logistics and supply chain management professional by ( Zabeel International Institute of management and Technology. Dubai-UAE). 2019-2020

**MEMBERSHIPS**

Associate member of American Institute of purchasing and logistics management USA. 2020

**WORK EXPERIENCE**

* **Company name : Gulf Extrusions LLC (Dubai-UAE)**
* **Designation : Packing& Packaging Clerk (Supply Chain Dept)**
* **Duration : July 2018 till present**
* **Duties and responsibilities**
* Finding details of orders in the basket from the extrusion department using the Extrusions management software (EMS).
* check if the packing type as to whether is to be package in full wrap with interleaving plastic or normal hand wrapping depending on the customer requirement.
* Give the list of baskets number to the forklift operator to deposit at the working station.
* Check the address where the material is to be shipped and the customer name to know the manner in which the material is to be package.
* Checking the quality of profiles to avoid packing profiles with defect Such as scratched, bended, bubble profiles. etc.
* Posting information to the next operation that is the dispatch department for the material to be shipped to the company or customer.
* Printing the barcode/receipt which entails a brief summary of the order I have package.
* **Company name : Big Ben Distribution Company LLC (Kumasi-Ghana)**
* **Designation : Supply chain Executive**
* **Duration : 2015-2017**

**Responsibilities**:

* Keeping a track of the raw material supply
* Checking raw material and replacing in case of any fault
* Maintaining an excel sheet for raw material supply
* Reporting the company about the progress details
* Responsible for finding suppliers
* Keeping a track of the manufactured products
* Troubleshooting logistics and transportation issues
* Handling labor unions
* Dispatching products from the company at a given time
* Meeting the target set (number of products per day)
* Contacting the customers for the product count
* Assigning teams daily targets
* Reporting to the company on a weekly basis, about production and dispatch
* Handling transport section
* Meeting clients and taking feedback
* **Company name : Crown Logistics LLC (Kumasi-Ghana)**
* **Designation : Logistics& Distribution Cordinator**
* **Duration : 2014-2015**

**RESPONSIBILITIES**

* Collecting and analysing data related to goods, materials and personnel
* Reporting any technical issues or problems to the Logistics Manager
* Producing clear and concise reports based on the data which had been found
* Presenting the findings back to senior members of staff and
* Carrying out general admin work, including filing and photocopying

Personal Contact : [Ibrahim-396705@2freemail.com](mailto:Ibrahim-396705@2freemail.com)

Reference : Mr. Anup P Bhatia, HR Consultant, Gulfjobseeker.com 0504753686

**Reference : upon request.**