

MAQSOOD JABBAR



Supply Chain Professional (Procurement, Logistics, Inventory/Warehouse, Distribution Management and ERP (SAP) Software)

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Experience: 19 Year

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Languages: English, Urdu, Pushto and Punjabi

OBJECTIVE

Skilled Enterprise Resource Planning User with extensive knowledge of ERP software now seeking a challenging position in a competitive environment where I can utilize my experience and have the opportunity to work enthusiastically for the attainment of organization objectives.

PROFILE

A passionate supply chain professional, having 19 years of diversified experience in using ERP Software/Systems, Procurement, Logistics Management (In-bound/Out-bound), Store Keeping, Inventory Management and Distribution Management.

Job Summary.

Deputy Manager Warehouse	Shaigan Pharmaceuticals	January 2017-Till Date
Asst. Manager Commercial (Procurement/Import)	Shaigan Pharmaceuticals	2009-December 2016
Material And Inventory Coordinator	Shaigan Pharmaceuticals	June 2006-June 2009
Distribution Coordinator	Shaigan Pharmaceuticals	June 2003-June 2006

Deputy Manager Warehouse

- Ensure the store/warehouse operates at peak efficiency, with customer satisfaction being the primary goal, by supervising, organizing, directing, and training warehouse employees and establishing, monitoring, and managing operation goals.
- Develop store/warehouse operations systems by determining product handling and storage requirements, equipment utilization, inventory management, gate processes, and shipping.
- Train and manage a warehouse team to solve day-to-day operational issues and reach short- and long-term performance goals.
- Oversee daily operations, while controlling and managing inventory and logistics.
- Review and prepare workflow, manning and space requirements, equipment layout, and action plans while ensuring productivity, quality and customer service standards are met.
- Maintain a safe and healthy work environment by establishing, following, and enforcing standards and procedures and complying with legal regulations.

- Supervise daily activities of the warehouse/store, including quality assurance, inventory control, space management, logistics, floor productivity, shipping, and customer service.
- Schedule and oversee store/warehouse team to meet the demands of the fulfillment center, and manage the flow and quality of work to maximize efficiency and minimize overtime.
- Inspect equipment, tools, and machinery regularly, and oversee general maintenance as needed.
- Meet regularly with store/warehouse leads to review, analyze, and develop actionable plans for productivity and loss prevention.
- Oversee and manage logistics utilized to transport products to customers and internal facilities, communicating with drivers and air partners to ensure efficient delivery of packages.

CORE Strength & Skill

Reduce Procurement Cost up to 15%	Procurement & Sourcing	Inventory Management
MS Office Suite	Basic Accounting Skills	Negotiation Skills
In-bound & \Out-bound logistics	ERP SAP	Flexible
Store Keeping	New Vendor Development	Solid Grasp on Technology
Strategic Thinking		Industrious
Quick learner	Teambuilding & Staff Supervision	Innovative and Creative
Reduce Supplier Shortage and Wastage	Implementation of SAP	Honest and Loyal

EDUCATIONAL BACKGROUND

Masters of Arts	Gomal University, Pakistan	2018-2019
Bachelor of Law and Islamic Study	Peshawar University, Pakistan.	2002-2003
FSc (Pre Engineering)	Peshawar Board, Pakistan.	1999-2001
SSC (Mathematics, Physics, Chemistry, Biology)	Peshawar Board, Pakistan.	1996-1997

TRAININGS AND WORKSHOPS

Certification/Training	Institution
Improving Efficiency & Minimizing Cost In The Modern Warehouse	Terra Biz
Procurement & Inventory Management	SDC Islamabad
Supply Chain Management & Business forecasting	NPO Islamabad
Fundamental Of Supply Chain	LMDA
Production Planning & Inventory Control Management	STAR Center Shaigan
Organization Behavior	STAR Center Shaigan
Business Letter Writing	STAR Center Shaigan
Time Management	STAR Center Shaigan
Culture Of Execution	STAR Center Shaigan
Job Enthusiasm & Subordinate Development	STAR Center Shaigan
cGMP	SGS Pakistan (Pvt) Ltd
Civil Defense Training	Government of the Punjab
Leadership Skills	Mohsin Lodhi

COMPUTER SKILLS

- SAP Business One Supply Chain Module.
- Excellent grip on Microsoft Office (MS Excel, Word, Power Point, Access).
- Internet (Searching, Surfing and Browsing)