

SYED FAISAL ANWAR

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SUPPLY CHAIN OFFICER

Talented and highly capable professional with extensive experience of working on diverse projects. Equipped with excellent knowledge of supply chain, engineering management, and process development. Capable of maintaining track records, generating reports, processing paperwork, and ensuring adherence to project-related SOPs. Possess strong skills in communicating effectively with people at all levels. Aim for a challenging supply chain, procurement, warehouse, logistics-related role where education, prior experience, and transferable skills can be utilized.

Technical Skills:

MS Office | Dynamics 365 | SAP CRM

PROJECTS

- Work on **Peshawar Bus Rapid Transit Project** with **Chinese Bus Manufacturer (Xiamen Golden Dragon)** on Pakistan's first Diesel-Electric Hybrid Buses & **Contemporary Amperex Technology Co., Limited (CATL)**, aftermarket overseas service team through SAP CRM a global leader in the lithium-ion battery.
- Worked on **FERP (FATA Economic Revitalization Program, UNDP)** in supply chain function.

PROFESSIONAL EXPERIENCE

VPL LIMITED (BRT PROJECT)

March 2020 – Present

Supply Chain Officer

Examine warranty claims via SAP/CRM while closely working with Contemporary Amperex Technology Co. Limited (CATL) team; maintain track records for stocks and recover the saved information by proficiently using SAP systems. Control the overall facets of warehousing (Golden Dragon Buses) while executing them.

- Confers with and assists officials of all departments to determine purchasing needs and specifications.
- Compare costs and evaluate the quality and suitability of supplies, materials, and equipment.
- Informs agency personnel of purchasing procedures and regulations maintains purchasing records.
- Contacts vendors or agency representatives to obtain availability and product information or to solicit bids,
- Develops requests for quotations; and confers with vendors concerning new products, damaged goods, delayed payments or related information.
- Conducts research concerning new products and general commodity requirements.
- May supervise the work of support staff processing requisitions.
- After analyzing space utilization and effective outcomes of working procedures; generate maintenance reports regularly for Bus Rapid Transit project GD buses.
- Efficiently utilize the portal of Golden Dragon after-sales service team to create, record, and submit warranty claims to them; provide assistance in the shipments of the products by relocating to another place.
- Accommodate the needs of the organization and clients by performing analysis daily to ensure enough inventory.
- Monitored the timely deliveries of goods from Xiamen China and services based on the shipment agreement.
- Conduct and manage port clearance operations to control carrier deliveries, determine shipping configurations, loading requirements, and loading/offloading capabilities.
- Supervised the receipt, dispatching, and storage of goods. Overseeing receiving, warehousing, and distribution operations

ISLAMIC RELIEF (IR), PAKISTAN

Feb 2019 – Feb 2020

Assistant – Supply Chain & Services

Commenced as an intern and promoted to the above position; oversaw the procurement operations together with fleet and event management; efficiently performed warehousing and asset management tasks daily. Effectively launched UNDP/ERP Warehouse within the Bara area of Tribal District Khyber.

- Assisted in loading and unloading operations of goods at a transport department.
- Monitored inventory, ordering supplies, and scheduling deliveries to ensure that your company has a sufficient amount of necessary materials or equipment.
- Organized all procurement activities relating to request for proposals, sealed bids, and price quotes.
- Office administration

PAKISTAN TELECOMMUNICATION COMPANY LIMITED (PTCL)

June 2016 – May 2017

Internship Trainee Engineer (Mechanical); PTCL Operation Department (Power Plant)

Hired as a Internship Trainee Engineer directed and led by Senior Manager of the electromechanical department; day-to-day responsibilities included maintaining a track record of employees, generating reports, ensure conservancy of Air Conditioners. Ensured the proper functioning and subsistence of the equipment including Diesel Generators, Battery Banks, and Rectifier Systems.

- Played a significant role in examining the Internal Resistance within the Battery Banks utilizing CRIANE IR Tester.
- Oversaw the inductions operations of Solar Panel Systems within 4 PTCL Sites and Fuel Monitoring Systems; measured Earth Resistance of the instrument utilizing Megger Tester.

AWARDS

- Letter of appreciation for outstanding performance in BRT Peshawar Project.
- Outstanding performance certificate from Xiamen Golden Dragon Bus Company (BRT Peshawar).

EDUCATION

BAHRIA UNIVERSITY (2018)
MS Engineering Management (CGPA 3.45)

SARHAD UNIVERSITY (2015)
BE Mechanical Engineering (CGPA 3.42)

PROFESSIONAL DEVELOPMENT COURSES

Procurements: Contracts and Vendor Management (Operations360)
Project Management Professional (PMP) Workshop (NBS NUST)
Supply Chain (Warehousing, Procurement, Logistics) Certificate
SAP Business One Essential Training Certificate (Linkedin Learning)
Business Analysis for Project Managers Certificate (Linkedin Learning, PMI)
Careers in Supply Chain & Operations Certificate (Linkedin Learning)
Project Management: Government Projects (Linkedin Learning)
Introduction to Project Management Principles and Practices (Coursera)
Digital Manufacturing and Design (Coursera)