**Shahbaz Ahmed**

Cell # 03006380714, E-mail ID shahbazayaz81@gmail.com

Address: Masoom Shah Road Main Muslim Town, Street # 14 near Iqbal Adil’s House

New Multan, Multan

# **Career Focus**

“A position with an opportunity for eventual status where I can prove my skills (Managerial, Warehousing, supply chain, Operational and administrative) functional with ultimate goal of developing myself as a successful professional”

“Now looking forward to a making a significant contribution in a company that offers a better opportunity for progression:

**Personal& Professional Skills**

* Managerial skills Operation Management Inventory Management
* Warehouse Management Supply Chain Management Appraisal System
* Strong Analytical Skill Task Oriented Good team working skills
* Negotiation Hard working, Admin Management

**Work Experience:**

* **Warehouse Incharge** **(April, 2016 to Sep 2020) Pakistan Fruit Juice Co. (Pvt.)Ltd,** (Multan Zone) **Duties & Responsibilities**:
* Organize all Activities related to Warehouse and assign jobs accordingly for staff
* Develop standard SOP’s of Warehouse operations
* Manage stock control ,receipt, storage, retrieval and timely delivery of goods,
* Ensure timely Dispatch and consolidation of all orders and optimize use of Delivery vehicles
* Update all inventories on daily basis of warehouse on SAP/SDMS/Excel.
* Planning, organizing and controlling of warehouse over all operations ,according to organization objective
* Also link in between Operations and accounting teams.
* Reconciliation of Physical and entered stock on weekly basis, timely report on any discrepancy.
* Ensuring optimum storage conditions for all the stock in warehouse.
* Obtaining quotes for transportation and also making cost comparisons.
* Strategy planning of Warehouse, logistic operations, & inventory levels
* Planning and scheduling the delivery of frozen goods and cargoes.
* Tracking deliveries and making sure the right stuff gets to the right place.
* Responsible for managing the loading of vehicles, completed stock and load bay areas.
* **Branch Manager . (May,2010 To April, 2016) Fateh Group of Companies** (**Punjab Zone)** **Duties & Responsibilities**
* Develop standard SOP’s of Branch operations
* Manage stock control , receipt, storage, retrieval and timely delivery of goods,
* Planning , organizing and controlling of Store over all operations ,according to organization objective
* Also link in between Operations and accounting teams.
* Reconciliation of Physical and System entered stock on regular basis, timely report on any discrepancy.
* Ensuring optimum storage conditions for all the stock in Store.
* Obtaining quotes for transportation and also making cost comparisons.
* Strategy planning of Warehouse, logistic operations, & inventory levels
* Planning and scheduling the delivery

### **Computer Literacy:**

* One year post graduate diploma in computer IT
* Proficiently experience and knowledge of MS Office.

## **Qualification**

* **M.Operation & Supply Chain Management** Grade/GPA: (Virtual University, Lahore)
* **Graduation** Grade/GPA: **B** (Bahaudin Zakria University, Multan)

# **Languages**

* Urdu
* English
* Punjabi
* Saraiki

# **Personal Traits**

* Meek & Mild
* Flexible &Adaptable
* Self-motivated
* **T**ime Management skills, Honest and Reliable to work under pressure

# **Personal Information**

* Father’s name: Muhammad Ayaz
* Marital status: Married
* C.N.I.C. No 36302-0478185-1
* Date of Birth: 28- February -1981
* Religion Islam
* Domicile Punjab (Multan)