



MUHAMMAD ASIF JAVED

SUPPLY CHAIN PROFESSIONAL

I possess the ability to perform effectively under high-pressure situations, meeting deadlines through exceptional time management skills both independently and collaboratively, ensuring optimal outcomes. I am seeking a position in which I can apply my proficiency in supplier sourcing, contract negotiation, implementation of strategies, analysis and continuous improvement techniques to attain superior results and accomplishments.



SKILLS

Microsoft Office Suite, Procurement Processes, Global Logistics Operations, Warehousing Management, Collaborative Teamwork, Comprehensive Market Research Analysis, Materials Management, Supplier/Customer management skills, Advanced Analytical Skills Proficiency, Procurement Strategies Utilizing Enterprise Resource Planning (ERP) Systems Implementation and Optimization Techniques for Efficient Warehousing Practices. Effective Communication Skills for Successful Problem-solving with Attention to Detail.



EXPERIENCES

SENIOR CATEGORY OFFICER - IMPORT

FEB 2021 - JUN 2023

IMTIAZ SUPER MARKET, LAHORE, PAKISTAN

- Ensure precise and regular prediction of demand and supply, as well as effective seasonal planning, by conducting thorough sales trend analysis that aligns with trade dynamics..
- Ensure products movement from suppliers to Warehouses and Branches (internationally and domestically).
- Import arrangements of shipment, coordination, documentation, contracts, payments, costing.
- Take inventory and analyze all documentation such as invoices, bills and other supply documents.
- Resolve any customer complaints or issues with expediency and efficacy.
- Oversee in-store arrangements of merchandise, allocation of space, presentation of seasonal and promotional displays, provision of product training, and execution of sampling campaigns with the aim of augmenting category sales and enhancing consumer satisfaction.
- Create seasonal, promotional and marketing campaigns to achieve sales growth and brand awareness among consumers.
- Tracking and monitoring of all supplies and deliveries, as well as maintaining stock levels. Maintaining a comprehensive database for customers and suppliers, including registering all relevant documents.
- Establish and sustain cooperative partnerships with clients, vendors, supply chain personnel, store teams, and all regional warehouse teams to oversee product growth and availability while providing directives for ordering and distribution allocation based on location.
- Prepare reports concerning supply chain operations and perform several clerical duties for management and assist the Head of Imports in planning and



LAHORE, PAKISTAN



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EDUCATION

- 2015 - MBA, Supply Chain Management
Iqra University
Karachi, Pakistan



- 2009 - Bachelor of Commerce, B.COM



University of Karachi
Karachi, Pakistan

- 2007 - Intermediate Computer Science
BISE



Lahore, Pakistan

CERTIFICATIONS

- SAP Training




International Textile
Limited

Oct 2015 - Mar 2016

LANGUAGES

- English • Urdu
- Hindi • Punjabi

LICENSES

- International Driving License
 M/Cycle/Car/Jeep
Government of Pakistan
Sep 2023 - Expires Aug 2025

ACHIEVEMENTS

I have met the required expectations in my position at T.M Rubber and, notably, IMTIAZ. My team and I achieved growth of up to 10-20% in FMCG categories by establishing partnerships with local and international vendors worldwide, namely from China, Thailand, Malaysia, Turkey, Brazil, Jordan, and Poland. Through our efforts, we exclusively introduced over 5-10 new well-known brands and OEMs for IMTIAZ. Additionally, I played a key role in sourcing numerous local vendors within Pakistan which provided a competitive advantage in terms of pricing while also increasing sales margins for both existing product ranges as well as new products added to expand the portfolio.

HOBBIES

Partaking in the sports of cricket and tennis, while also enjoying the leisurely activity of watching films.

organizing the distribution of goods and other strategies.

- Regularly monitor portfolio reports at the department, category, brand, and item levels to identify key value items (KVIs) while addressing gaps and opportunities for continuous growth in sales margins on a (WOW),(MOM), and (YOY) basis.

SUPPLY CHAIN ASSOCIATE

SEP 2016 - AUG 2020

T.M. RUBBER (PVT.) LTD., LAHORE, PAKISTAN

- Ensured the seamless transfer of products from suppliers to the factory and subsequently to customers.
- Collaboration with suppliers and affiliated institutions to facilitate the customs clearance and forwarding of all imported goods.
- Collaboration with the Finance Department to initiate Letters of Credit, transfers, and Bank Delivery Orders for shipments that are covered by L/C.
- Enhance import-related paperwork and monetary transactions, uphold the Web-Based One Customs (WEOC) system (including generating Electronic Import Form and managing additional duties), as well as calculate expenses associated with all incoming cargo consignments.
- Conduct a thorough inventory and scrutinize all pertinent documentation, including invoices, bills, and other related paperwork..
- Collaborating with the logistics team to enhance service optimization, reduce expenditures and uphold the efficacy of the supply chain.
- Address customer complaints and resolve issues promptly. Ensure timely delivery of supplies to the correct destination while monitoring inventory levels.
- Register all documents and handle customers and suppliers' databases, establishing and maintaining collaborating relationships with customers, suppliers and supply chain staff.
- Collaborate with the supply chain manager to strategize and coordinate the distribution of goods. Create detailed reports on supply chain operations and perform various administrative duties for senior leadership. Design and arrange presentations to be delivered to high-level executives within the organization.

SUPPLY CHAIN MANAGEMENT INTERN

SEP 2015 - OCT 2015

MITCHELL'S FRUITS & FARMS LIMITED, RENALA KHURD, PAKISTAN

- Facilitating the movement of products from suppliers to factory and warehouses by conducting inventory checks and scrutinizing all pertinent documentation, including invoices, bills, and related files.
- Acquiring knowledge on ensuring timely delivery of supplies while guaranteeing that goods reach their intended destination.
- Monitoring stock levels and maintaining comprehensive records in customers' and suppliers' databases.
- Executing a range of administrative duties for management whilst aiding the supply chain team in planning and coordinating the distribution of goods and services.
- Proficiency in time management, office operations, and effective communication with suppliers were acquired.