

Rana Muhammad Shoaib

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Al Quoz 4, Near Belhasa Driving Center,
Dubai, UAE



Profile

Masters of business administration with hands on experience in execution operations, planning, operation management, team management, inventory management, warehousing and facility management, logistics.

Key skills are

- Customer driven – focus on increased customer service level, Optimized Operations Management
- Team management
- Inventory management
- Effective communicating
- Ensuring health, Safety and environmental compliances

Experience:		
A.M Warehouse & Logistics	Hellmann Worldwide Logistics	September-2021 to present
Store Manager	GB Pharmaceuticals (Pvt), Ltd	Sep-2017 To August-2021
Store Keeper	GB Pharmaceuticals (Pvt), Ltd	August-2015 To August-2017
Accountant	MGM enterprises	May-2014 To August-2015

Work Experience



A.M Warehouse & Logistics

Hellmann Worldwide Logistics

September 2021 to present

1 Year 7-Months

- Managing around 100k Sqft. of commodities warehousing across Pakistan.
- Analytical and Planning skills to establish supply requirements.
- Vendor management for transportation.
- Create supply & operation management strategies that increase efficiency and speed.
- Routing, Costing, and arranging of supply.
- Quality management of commodities i.e., FMCG & Maize and Cotton.
- Inventory controlling of commodities in Bulk or Stacking.
- Transportation management of commodities across Pakistan.
- Responsible for Inventory Cycle Count of physical Inventory.

Store Manager

GB Pharmaceuticals (Pvt), Ltd

August-2017 To August-2021

4-Year



- Recruiting, training, supervising and appraising staff.
- Managing budgets.
- Maintaining statistical and financial records.
- Dealing with customer queries and complaints.
- Overseeing pricing and stock control.
- Maximizing profitability and setting/meeting sales targets, including motivating staff to do so.
- Ensuring compliance with health and safety legislation.
- Liaising with head office.

Store Keeper

GB Pharmaceuticals (Pvt), Ltd

May-2015 To August-2017

2-Years



- Maintain Inventory Records.
- Verification, updates and reconciliation inventory information.
- performs physical inventory of warehouse and supply yard and reconciles records.
- determines proper floor and shelf location for supplies.
- insures hazardous materials are stored safely.

Academic Qualifications:

- **MBA (Executive)** (2019)
- **BBA (Hons.)** (2016)

IT Skills:

- Expert User of SAP, ERP, Oracle R12
- Microsoft Office (advance level)
- Microsoft Excel
- Microsoft PowerPoint

<u>Personal Information</u>	
Fathers' Name -----	Rana Liaqat Ali
Nationality -----	Pakistani
Date of Birth -----	March 15,1995
Marital Status -----	Married
Religion -----	Muslim
Passport No. -----	KN5194861
CNIC # -----	320304-4845486-3
Current Location: -----	Abu Dhabi