

CURRICULUM VITAE

Bilal Hashmi

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OBJECTIVE

Highly experienced Import Manager with a 22-year track record of success in diverse industries. Proven ability to manage all aspects of import operations, optimize supply chain efficiency, and ensure compliance with Bank & Customs regulations. Skilled in building strong supplier relationships, negotiating favorable terms, and reducing costs. Passionate about continuous learning and applying technology to streamline processes.

CORE COMPETENCIES

- Import Operations Management
- Proficient in handling L/C documentation and procedures.
- Contract Negotiation & Management
- Customs Compliance
- International Trade Finance
- Logistics & Supply Chain Management
- Cost Analysis and Value Engineering
- Risk Assessment & Mitigation
- Vendor & Supplier Relationship Management
- Problem-Solving & Decision Making
- Business Analytics
- Data Analysis and Visualization
- Cross functional Collaboration
- Fluency in English talking
- Massive drafting skills
- Front foot leadership
- Freelancing knowledge
- Continuous Learning IT Skills
- Healthy relationship with Custom Authorities and other relevant Departments.
- Having sufficient and adequate knowledge of allied authorities' law and procedures.

COMPUTER SKILLS

- PROMPT ENGINEERING (ARTIFICIAL INTELLIGENCE)
- MS WORD
- MS EXCEL
- POWER BI
- GOOGLE DOCS
- R
- TABLEAU
- PYTHON LANGUAGE (under learning)
- PROFICIENT IN TYPING DATA

PROFESSIONAL EXPERIENCE

Import Manager | Batala Steel Mills| Lahore| 2024-onwards

- Oversee the complete import operations for the company, handling a portfolio that includes industrial equipment and raw materials.
- Ensure compliance with Pakistani customs regulations and the State Bank of Pakistan (SBP) import policies, minimizing risk and avoiding penalties.
- Work closely with banks to initiate, prepare, and issue Letters of Credit (L/C) as per the company's import requirements.
- Ensure all terms and conditions of the L/C are clearly defined and align with the company's and supplier's agreements.
- Regularly monitor the status of open L/Cs to ensure timely delivery and compliance with contract terms.
- Follow up on outstanding L/Cs and ensure they are closed upon completion of the transaction.
- Develop and implement cost-saving strategies, resulting in a 20% reduction in import expenses.
- Coordinate with international suppliers, shipping lines, and customs brokers to manage import documentation and ensure timely clearance of goods.
- Lead a team of 10 import coordinators, providing training on import compliance and best practices.

Import Manager | Nice Chain Industries| Lahore Raiwind | 2021-2023

- Managed end-to-end import operations for multiple product lines, overseeing a team of 15 employees.
- Developed and implemented import strategies, resulting in a 20% reduction in lead times and a 15% decrease in costs.
- Established strong relationships with international suppliers, negotiating favourable terms and conditions to improve pricing and quality.
- Ensured compliance with customs regulations and international trade laws, minimizing risks and avoiding penalties.
- Collaborated with cross-functional teams, including logistics, procurement, and sales, to optimize supply chain efficiency.
- Conducted market research to identify new sourcing opportunities and potential cost savings.
- Implemented an electronic data interchange (EDI) system, streamlining communication with suppliers and reducing paperwork.
- Led the implementation of a vendor compliance program, enhancing product quality and supplier accountability.

Import Manager | Meer Brothers International| Lahore | 2009-2021

- Deal with leading industries (Haier electronics, SVA Ruba electronics, Changhang Ruba Electronics, Reshma Tex, JW Vendor City, Bahadur Industries, Smart Zone Industries, Breeze Frost Industries) in all import & management matters such as quota certificates, assessments, examination clearing and forwarding etc., etc.
- Oversaw import activities for a range of products, including raw materials and finished goods.
- Coordinated with freight forwarders, customs brokers, and transportation providers to ensure timely and cost-effective shipments.
- Managed import documentation, including purchase orders, invoices, and shipping records.
- Conducted supplier audits to evaluate compliance with quality and safety standards.
- Developed and maintained strong relationships with key suppliers, negotiating pricing, contracts, and delivery terms.

- Worked closely with sales and marketing teams to forecast demand and ensure adequate inventory levels.

Import Manager | Shah Dewan Traders | Lahore | 2002-2009

Accounts Manager | Hina Garments Factory | Lahore | 1999-2002

EDUCATIONAL INSTITUTION ATTENDED

- Islamia College, railway road, Lahore
- Junior Muslim School, Lahore.

QUALIFICATIONS

- Graduated from the University of Punjab in 2001.
- Intermediate from B.I.S.E Lahore in 1998.
- Matriculated from B.I.S.E Lahore in 1996

PERSONAL INFORMATION

- FATHER's NAME: SHAHJAHAN
- DATE OF BIRTH: 31.12.1981
- DOMICILE: PUNJAB (LAHORE)
- RELIGION: ISLAM
- NATIONALITY: PAKISTANI
- MARITAL STATUS: MARRIED
- N.I.C NO. 35202-254616-1

REFERENCE

Can be provided if required.