

NIDA YOUSAF

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PROFESSIONAL PROFILE

Accomplished Production Planning with over 2.5 years of experience in manufacturing, specializing in plant supply chain and production planning. Expert in coordinating manufacturing operations with production, quality, industrial engineering, and other departments to optimize processes, ensure safety, maintain documentation and compliance, and streamline scheduling. A clear and decisive team leader with a detail-oriented mindset, adept at driving efficiency and fostering collaboration.

AREAS OF EXPERTISE

Production Activity Control • Workflow Management • Production Scheduling • Talent Development Inventory Management • Manufacturing and Warehouse Procedures • Change Management • MRP Quality Assurance • WIP Management

KEY COMPETENCIES

- Able to anticipate market shifts and leverage opportunities by applying strategic business rigor and insight.
- Exceptional commercial awareness with a strong ability to identify and bridge gaps, enhancing processes and tools.
- Excellent communicator and collaborator with a motivational leadership style, nurturing and empowering high-performing teams.
- Proficient in reconciling accounts to ensure accuracy and swiftly identify and resolve discrepancies or errors.
- Experienced in developing, monitoring, and managing budgets to ensure financial health and achieve organizational goals.

EXPERIENCE

Oct 2023 – Till date

Service Sales & Manufacturing (SSC-M), Lahore, Pakistan
Planning Executive.

Responsibilities:

- Ensure pre-production activities, including trials, material testing, and tooling availability.
- Order execution and visibility of orders to manufacturing team.
- Collaborate directly with production, quality, and technical teams to continuously improve processes.
- Initiate and update production schedule to support Master Schedule improving production line.
- Create production schedules by considering deadlines for customer orders and sales forecasting.
- Achieve goals for on-time delivery and line-fill with accuracy while encouraging maximum productivity.
- Train the team on new initiatives to bring the positive impact across the chain.
- Oversaw Export MRP processes to ensure accurate material planning and inventory management, aligning with international shipping schedules and requirements.
- Coordinated with export teams and suppliers to ensure timely material availability and prevent delays.
- Managed dispatching for efficient, accurate export shipping, ensuring compliance and documentation
- Negotiated with vendors to ensure accurate material quantities and reduce discrepancies.
- Conducted audits and inspections to verify material quantities and ensure accuracy.
- Resolved material quantity discrepancies by liaising with vendors and updating records.
- Developed vendor relationships for effective communication and timely resolution of quantity issues.

Jun 2022 – Oct 2023

Sapphire Fibers Limited, Lahore
Officer PPC.

Responsibilities:

- Developed and managed MRP systems to ensure accurate material planning and inventory control.
- Analyze schedules and forecasts to determine material needs and minimize excess inventory.
- Coordinated with suppliers and internal teams to ensure timely procurement and delivery of materials.
- Monitored and adjusted MRP parameters to adapt to changes in demand or supply chain disruptions.
- Conducted capacity analysis to match production capabilities with forecasted demand and schedules.
- Evaluated resource utilization and identified potential bottlenecks to ensure smooth production flow.
- Managed the order closing process to ensure all orders were accurately fulfilled and documented.
- Reviewed and verified order details for accuracy, including inventory, shipping, and invoicing.
- Resolved discrepancies and issues related to order fulfilment, billing, and customer satisfaction.
- Executed orders per T&A plans, ensuring timely dyeing, finishing, and delivery.
- Coordinated with dyeing and finishing departments to streamline processes and resolve issues.
- Provided updates on order status, addressing T&A deviations and informing stakeholders.
- Monitored export and local work orders to ensure adherence to production schedules.
- Coordinated with logistics and production teams to resolve issues and ensure on-time delivery.
- Implemented follow-up procedures to maintain communication and address potential delays proactively.

Jun 2021 – Jun 2022

Shahkam Textile, Lahore
Management Trainee Officer

Responsibilities:

- Develop and execute knitting plans to meet schedules, quality standards, and deadlines.
- Manage sampling by coordinating teams to ensure fabric met specifications and requirements.
- Led R&D to innovate knitting techniques and enhance fabric and product performance.
- Develop and communicate daily production targets, ensuring team alignment with goals.
- Review production data regularly to assess progress and identify improvement areas.
- Facilitate cross-functional collaboration to resolve issues and optimize workflows, enhancing productivity.
- Provide training to staff, enhancing skills and efficiency to meet targets.

EDUCATION

COMSATS University, Lahore
Mphil Economics 2023

University of the Punjab, Lahore
Masters in Science, Economics 2018

TECHNICAL SKILLS

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|-------------------------|----------------|
| • Oracle ERP Super User | • HMS |
| • MS Office suit | • Data analyst |
| • SPSS | • R Studio |

INTERESTS

- Cooking/ Baking
- Art & Craft
- Traveling