

# Nafees Ahmad

**Address:**

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**Email:** [nafees.sam@gmail.com](mailto:nafees.sam@gmail.com)**OBJECTIVE**

Seek to work in an environment that will challenge me further, while allowing me to contribute to the continued growth and success of the organization. To acquire a challenging position in an environment where i can best utilize my skills, education and experience, participate as a team member in a dynamic work environment focused on promoting business growth by providing superior value and service.

**EMPLOYMENT****Sr. Supply Chain Planning & Inventory Control Officer at CCL Pharmaceutical (Pvt) Ltd****Job Responsibilities:****(15 Dec 14 - Present)**

- Planning of Production on the basis of RSF (Rolling Sales Forecast) on monthly basis and mentoring of the production plan on weekly basis.
- Regular follow up's with production regarding the agreed availability of finished products
- Analysis / Variance of planned vs. actual produced.
- A.B.C. analysis of actual demand / forecast vs. actual dispatch
- Analysis of Physician's sample on monthly basis and providing all the necessary help to Production Department for the timely availability of Physician's Samples to Sales Promoting Officers.
- Monitoring of materials (Raw / Packaging) on the basis of RSF (Rolling Sales Forecast) analysis of actual requirement against the on hand stock.
- Material shortage report on monthly basis for both Raw & Packaging materials against the on hand stock vs. actual production requirement, and coordinating with Procurement Department for the timely availability of the short products.
- Get monthly stock consumption of (Raw/Packaging) materials on the basis of RSF at the end of each month for the inventory analysis to generate Request for Purchase for RAW/Packaging Materials while keeping in view the current GIT (Goods in Transit) and Production Lead Time
- Summarize consumption of RAW/Packaging materials quarterly.
- Generate dept. and include in the current production plan for smooth execution of order as per lead time. Involved in the monthly Invoicing / Closing of Export Orders.
- Providing all the necessary help to Logistic & Distribution Department for the smooth execution of Export Orders.
- Ensuring the availability of confirmed Export Orders with International Marketing and Sales department on agreed dates through regular follow up's with Procurement & Production department
- Variance of Export Orders, both quantity and value wise, Analysis of actual forecast vs. order

received country wise on monthly basis

- Update the Export Production Status's on weekly basis and provides all the necessary help to International Marketing and Sales dept. regarding the scheduled availability of Export Orders.
- Monthly Compliance report (value and product wise) for both Commercial & International Market for the overall achievement of goals.
- Export Production Orders as received from International Marketing and Sales.

**Manager Warehouse at Harris Silicones & Glass (Pvt) Ltd**

**Job Responsibilities:**

**(21<sup>st</sup> Jan 13 – 12 Dec 14)**

- Materials Planning, Warehouse & Inventory Management, production Planning, Logistics & Distribution Planning.
- Co-ordination with Marketing department, Sales coordinators, Commercial Officer, Purchase Manager & Production Manager.

**Finished Goods Incharge at Harris Silicones and Glass** (June-12 – Jan-13)

**Raw Material Incharge at Harris Silicones & Glass** (Nov-11 – June-12)

❖ **One month internship in Bank Alfalah (Conventional Branch).**

❖ **Three months internship in Bank Alfalah (Islamic Branch).**

<b>ACADEMIC QUALIFICATIONS</b>	<b>Degree</b>	<b>Year</b>	<b>Board / University</b>
	Certified Supply Chain Professional	2016	PIQC
	MBA – Supply Chain Management	2013 - 15	Superior University
	B-Com (Hons)	2007 - 11	Superior University
	I-Com	2005 - 07	Superior College
	Matriculation (Science)	2003 - 05	American Lycetuff

<b>SKILLS</b>	<ul style="list-style-type: none"> <li>▪ <b>Computer Skills:</b> ERP, OPM, FoxPro, MS Office, Internet (Command in Searching, Web Browsing).</li> <li>▪ <b>Peachtree Accounting Software</b></li> <li>▪ <b>SPSS</b> (Statistical Package for the Social Sciences)</li> <li>▪ <b>Primavera P6</b> (Project Management)</li> <li>▪ <b>Other Skills:</b> Presentation skills, Managerial skills, Communication skills, Critical &amp; Analytical Skills.</li> </ul>
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<b>Achievements</b>	<ul style="list-style-type: none"> <li>✓ <b>Presented Research Paper in <u>ICMR</u></b> (International Conference of Management Research) <b>Nov. 2014.</b></li> <li>✓ <b>Presented Research Paper in <u>National Research Symposium</u> @ Superior University Oct. 2014.</b></li> </ul>
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<b>Professional Trainings</b>	<ul style="list-style-type: none"> <li>✓ <b>Corporate Values:</b> <ul style="list-style-type: none"> <li>Collective Responsibility &amp; Integrity</li> <li>Participative Management</li> <li>Ongoing Interpersonal Communication</li> <li>Mentoring &amp; Nurturing other Colleagues</li> <li>Continues Improvement</li> </ul> </li> <li>✓ <b>Innovation &amp; Creativity at work place</b></li> <li>✓ <b>Supplier Quality Assurance</b></li> <li>✓ <b>Enhancing Effectiveness</b></li> <li>✓ <b>Sale Order Management</b></li> <li>✓ <b>Inventory &amp; Warehouse Management</b></li> <li>✓ <b>Toll Manufacturing Management</b></li> <li>✓ <b>Process Improvement &amp; Standardization</b></li> </ul>
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<b>Interests</b>	<ul style="list-style-type: none"> <li>• Using Computer, Surfing Internet.</li> <li>• Cricket and Basket Ball.</li> </ul>
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<b>Reference</b>	Will be furnished on request.
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