

RESUME

of Md.Pervej

Roushan Ambia Tower, Kolwal Para Bow Bazar, Mirpur-1, Dhaka 1206,

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OBJECTIVE:

Versatile professional seeking roles as **Sourcing Engineer, Product Manager, or Production Engineer**, with expertise in **strategic sourcing, product development, and production optimization** to contribute to organizational success.

SELF-ASSESSMENT:

A Dedicated professional with expertise in **sourcing engineering, product management, and production engineering**. Proven ability to optimize processes, drive product innovation, and implement strategic sourcing initiatives for organizational success. A collaborative problem-solver with a commitment to excellence.

LANGUAGE PROFICIENCY:

Bangla: mother tongue.

English: Fluent in reading, writing & speaking as like mother tongue.

TECHNICAL SKILLS:

1. Certified in Agile Project Management Methodologies, Business Analysis and Business Development, Product Management, From IBA, Dhaka University
2. Six Sigma Methodologies: Get basic training in Six Sigma Methodologies from VIVO mobile plant, Training was given by Indian Expert.
3. Microsoft Office: Excel, (VLOOKUP, sum if, if , if-else formulation, Inventory Format and Others Production Base sheet making), Power Point Presentation (PPT)

WORK EXPERIENCE:

A. Employer: Walton Digi-Tech Industry LTd.

Designation: Product Manager (Product Sourcing) for all kind of Accessories,

Expertise of Product: Keyboard, Mouse, SSD, Cable, USB Hub, Pendrive, Memory Card, Power bank, Neckband, Headphone, Earphone, Smart Watch, Power Adapter, and other all kind of accessories,

Duration: From 10th August 2023 to Running.

Responsibility :

1. **Product Management:** From Product development, sourcing, market development, spec defined Each and every responsibility as an owner of the product.
2. **Product Sourcing & Negotiation:** Sourcing product from Chinese Supplier, Spec defined, Communication and negotiation, Business term, Payment term defined, Inco Term Defined everything,
3. **Product & Process Development:** Developing Product as per market demand and current trend, sourcing them. Define the process to make a most cost efficient way to save cost.

4. Market Development: Drove market development initiatives, identifying new business opportunities, fostering strategic partnerships, and implementing growth strategies to expand market share and drive revenue.

5. Project Management: Demonstrated proficiency in project management, successfully leading cross-functional teams, implementing robust project plans, and ensuring timely delivery of high-quality outcomes within budget and scope.

B. Employer: The KOW Company LTD (IT Enabled Service Provider)

Designation: Project or Operational Management Executive.

Duration: From 7th March 2022 to 05 August 2023.

Responsibility:

1.Product Management: Drove strategic product initiatives from concept to market, leveraging market research, customer insights, and agile methodologies to deliver high-impactsolutions that exceeded business objectives and enhanced user experiences.

2.Project Management: Negotiating with customer to make a proper price for the project as per time stamp. Convincing them to make a good deal. Taking Follow up to deliver all order as per customer demand within given deadline

3.Customer Service: Maintaining communication with customer, Fulfilling their requirement with the help of production team

4. Business Development: Proactively identified and targeted prospective clients, employing strategic prospecting techniques to cultivate new business opportunities and transform them into lucrative revenue streams.

C. Employer: Best Tycoon BD Enterprise. (Vivo Mobile SKD plant)

Designation: Production Engineer.

Duration: From 20 November 2019 to 01 March 2022

Responsibility:

1. Production Planning: To maintain communication between sales team and material supplier (vendor) to make plan according to market demand and production capacity by checking upcoming PO.

2.Inventory Management & Material Management: Arranging monthly and yearly and model wise inventory to clear any model and arranging supplementary material. Also arrangingmonthly inventory for the low value material item to reduce low value material scrap or loss in order to save cost.

3.Defect Reduction: In order to reduce defect by proper analyzing and finding the root cause. Then We make the improvement plant according to the root cause to reduce defect specially to avoid batch failure

4.Process Improvement: To Make & analysis the process to find the loop hole in the process to avoid any kind of batch failure due to man-made mistake, material, machine or method problem. And also improve the process in order to reduce process cost or cycle time to get better efficiency.

5.Cost Management: To maintain minimum cost to give high output by reducing man made defect and also by reducing scrap of material and equipment.

6.Man Power Management: Lead the team to achieve the goal. Track the result to ensure proper follow up with reducing man power absenteeism and job left ratio.

7.Production Target Achievement: In order to achieve Production daily target, need to leadline engineer and line leader. And also help them to solve their problem they are facing to achieve their target.

PROFESSIONAL TRAINING:

a) ACMP 4.0 (Advance Certificate for Management Professional)

Institute: IBA, Dhaka University

Topics Cover: Product Management, Man Power Management, Accounting & Financial Management, Marketing & Business Development, Business Analysis, Business Communication, Agile Project Management, Quality Management, Software Development & Agile Methodologies.

b) SCM and Inventory (Supply Chain Management and Inventory Management)

Institute: VIVO mobile production SKD plant.

Topics Cover: Material Management, Warehouse Management, Inventory Management, Production Planning and control, Purchase Requirement

EDUCATIONAL QUALIFICATION:

Sub; - B.Sc. in Electrical and Electronics Engineering (**EEE**)

Institute; - Bangladesh university of Business and Technology (**BUBT**).

CGPA; - 2.92 out of 4

HSC; - Science- Shaheed Ramijuddin Cantonment College,

GPA;-4.70 out of 5.00

SSC; - Science- Jahapur Secondary School, GPA;-4.31 out of 5.

REFERENCE:

1. Naim Raihan, Vice President of Operation Managmeent
The Kow Company LTD
Contact Number: 01738773398.

2. Shehrin Ahmed Auntu, Head of Quality Department .
Home Appliance, **Walton Hi-Tech Industry LTD**.
Contact Number: 01785899223

Date: