

Md. Enamul Huque Sarker

Plot No- 52, Flat No-301,
Eastern Housing Demra Residential Project,
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Summary

Proactive business savvy professional in involving supply chain, sourcing, and procurement. Known as an effective problem solver with unique ability to think analytically and creatively. Self-starter with ability to excel under minimal direction. Excels in collaborative as well as leadership roles. BBA in Operations Management and an ISCEA certification on PGDSCM & CILT certification on International Diploma in Logistics and Transport also received MBA in Marketing, strong SAP Business One skills.

Objective

To seek a challenging role in the field of supply chain and logistics management with a dynamic company where my knowledge of this business and experience and qualities will be utilized positively for the growth and success of the company.

Employment History

Total Years of Experience: 6.3 Year(s)

Walton Digi-Tech Industries Ltd

First Sr. Asst. Director – Supply Chain
Supply Chain Management Department

Chandara, Kaliakor, Gazipur, Bangladesh

October 2019 – Present

- To check available stock, generate material requirement, plan according to the production forecast.
- To monitor Oracle Software balance periodically to ensure availability of materials in store in time to continue smooth production.
- To monitor and report on changes in sales forecasts and accommodate material planning accordingly.
- Follow up with R&D, Process and BOM team to monitor any changes in raw material and initiate implementation plan.
- To address demand-related issues in a timely and effective manner to management.
- To support the management with risk assessments and mitigation activities.
- To develop and establish alternative material and sources.
- To maintain proper tracking of pipeline material as well as consumables items.
- To prepare weekly and monthly stock, consumption, pipeline, reconciliation reports to superior.

r-pac Bangladesh Packaging Co. Ltd

Sr. Executive – Supply Chain
Supply Chain Department

242/B, Tejgaon-Gulshan Link Road, Dhaka

September 2017 – October 2019

- Manage demand exceptions and receive procurement requisitions and identify the requirements of raw materials and justify specifications.
- Prepare periodic forecasts & procurement plan in coordination with and various functional teams.
- Monthly meetings with suppliers, and various functional teams, both globally and regionally to ensure business objectives and inventory targets are met.
- Organize tactical S&OP meetings and contribute to decision making on sourcing, purchasing and production planning validation.
- Plan and release of purchase requisition based on planning parameter to ensure material availability at optimum inventory levels.
- Analysis and calculate costs of procurement and suggest methods to decrease expenditure.
- Measure and continuously seek to improve supply chain performance e.g. inventory turns, fill dates, order completeness, etc.
- Follow through production schedule and maintain purchase order status and shipment tracking information in SAP system with timely update.
- Prepares various kinds of reports for management related to procurement and supply chain management.

Pride Group

Sr. Executive- Procurement
Procurement Department

Savar, Dhaka

October 2015 – September 2017

- Prepare product forecasts with specific attention to identifying areas of risk and corresponding mitigation plans
- Streamlined and improved process to decrease profligate expense such as reducing expedited sourcing & logistics cost.
- Collaborated with Merchant Partners to establish overall allocation and replenishment strategies, parameters and goals; established and maintained replenishment models in inform.
- Evaluate suppliers to achieve cost-effective deals and maintain trust relationships.
- Place orders to replenish stock avoiding insufficiencies or excessive surplus.
- Analyze data to anticipate future needs.
- Collaborate with warehouse employees and other staff to ensure business goals are met.
- Resolve supply, quality, service and invoicing issues with vendors.
- Evaluate supplier performance based on quality standards, delivery time & best prices and ensure all the criteria are met according to the organizational requirements and expectation.
- Responsible for implementing internal procurement strategies to cater to high delivery and short lead time requirements.
- Undertake any other ad-hoc duties as assigned.

Pride Group

Management Trainee - Procurement
Procurement Department

Savar, Dhaka
October 2013 - September 2015

- Ensure competent quality execution of all regular purchasing duties
- Maintain complete updated purchasing records/data and pricing in the system.
- Coordinate with suppliers to ensure on-time delivery.
- Responsible for the preparation and process purchase orders and documents in accordance with company policies and procedures.
- Collaborate with key persons to ensure clarity of the specifications and expectations of the company.
- Monitor and co-ordinate deliveries of items between suppliers to ensure that all items are delivered to factory on time.
- Source, select and negotiate for the best purchase package in terms of quality, price, terms, deliveries and services with suppliers.

Education

East West University

Graduated January 2016

Master of Business Administration

Major: Marketing

CGPA: 3.07 out of 4.00

International Supply Chain Education Alliance (ISCEA), USA

Graduated June 2015

Post Graduate Diploma in Supply Chain Management (PGDSCM)

American International University Bangladesh

Graduated February 2012

Bachelor of Business Administration

Major: Operations Management

CGPA: 3.64 out of 4.00

Mohakhali Darul Ulum Hossainiah Kamil Madrasha

Graduated July 2006

Alim

Group: Humanities

GPA: 3.92 out of 5.00

Mohakhali Darul Ulum Hossainiah Kamil Madrasha

Graduated July 2003

Dakhil

Group: Humanities

GPA: 3.92 out of 5.00

Professional Qualification

Institute: The Chartered Institute of Logistics & Transport

Certification Title: International Diploma in Logistics and Transport

Certificate No: S06032017002514/001

Training Summary

Institute: Bangladesh University of Engineering and Technology

Training Title: Short Course on Supply Chain Management

Duration: 06-10 December, 2014.

Professional Skills

- Procurement Planning.
- Demand Planning.
- Forecasting.
- Good knowledge of procurement policies and processes.

Language Proficiency

Well conversant in both Bengali & English as well as have a good hand to write & speak

Personal Information

Father's Name	: Md. Mobarak Hossain Sarker	Mother's Name	: Nilufa Newaz
Date of Birth	: 01.01.1989	Marital Status	: Married
Religion	: Muslim	Nationality	: Bangladesh
Blood Group	: AB+	Contact Number	: 01710199335
Permanent Address	House:52, Flat No:301, Eastern Housing Demra Residential Area (Basher Pull), Post Office: Matuail, Police Station: Demra, Dhaka-1362		
Home District	Village & post office: Susunda, police station: Muradnagar, cumilla		

References

	Reference: 1	Reference: 2
Name	Md. Mamun Mia	Saif Solaiman Noorsym
Organization	r-pac Bangladesh Packaging co. Ltd	r-pac Bangladesh Packaging co. Ltd
Designation	Manager - Production	Assistant Manager – Accounts
Address	Plot# 38 & 55, AEPZ, Narayangonj	242/B, Tejgaon – Gulshan Link Road
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Relation	Professional	Professional



Md. Enamul Huque Sarker

Date: 30/12/2019