



J S Mahboob

Logistics BI Analyst | SAP ERP | Project Management

Worked as an analyst for industrial spare parts at the Repair & Renewal Spares Store for 2 years in British American Tobacco Bangladesh Limited. Executed projects based on insights from production data analysis and led the end-to-end supply chain of factory consumable spares for 50+ lines. Experienced in Project Management, ERP, and data analytics. Looking forward to taking up a challenging role to incorporate logistics related process improvements.



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EDUCATION

MBA in Management

North South University

09/2019 - Present

BSc in ETE

North South University

01/2012 - 12/2017

SSC and HSC

BAF Shaheen College, Dhaka

2009 - 2011

TECHNICAL EXPERTISE

Data Analysis

Power BI, Microsoft Excel with Macros, Google Analytics, SAP HANA

SAP ERP

Material Management (SAP MM), Production Planning (SAP PP)

Web Development

HTML5, CSS5, PHP Basics

Website Management

CMS (WordPress), Hosting and Domain Management, Server Management

SKILLS

Business Intelligence

Project Management

SAP ERP (MM, PP)

Procurement

Supply Chain

LC Process

Customs Clearance

SoX Audits

Vendor Relationship

WORK EXPERIENCE

Spares Officer, Operations

British American Tobacco Bangladesh Limited

04/2018 - 03/2020

Dhaka, Bangladesh

Project Based Attachment for 2 Years

Achievements

- Reduced factory consumable spares' annual cost by comprehensive consumption forecast analysis across the factory and leading their end-to-end supply chain, close to BDT 20 Mln in value in 2019. Executed supply chain automation for consumables and maintenance spares in SAP Production Planning (PP) module.
- Developed a spares consumption forecast pattern for 50+ production lines and executed comprehensive parameter update in SAP ERP in the Materials Management (MM) module based on consumption data analysis from the production floor.
- Acted as the primary point of contact for Spare Parts' Control Tower for Dhaka Factory within the BAT APME region. Analyzed excess spares inventory information and analyzed them for internal purchase and sale of spare parts between plants in different countries. Took complete responsibility for onboarding global plants with paperworks required by Customs and NBR.
- Owned and analyzed the lubricant and operating supplies inventory, overseen local procurement of the same. Led monthly, quarterly, and annual audits for current assets in R&RS Store in 2018 and 2019 in accordance with Internal Controls and Compliance Standards (SoX) with Operations Finance.
- Established processes effectively for inbound spare parts shipment with new global vendors and improved processes with existing vendors in liaison with Supply Network Operations (SNO). Worked closely with SNO to continuously acquire and analyze data to pinpoint loopholes and improve spares clearance process.

Intern, Operations (Manufacturing)

British American Tobacco Bangladesh Limited

01/2018 - 04/2018

Dhaka, Bangladesh

Achievements

- Worked on visualizing basics of IWS and on-boarding with IWS phases among the production floor employees.
- Analyzed data from production floor to assist team on making crucial decisions at the DDS meetings, owned the data collection and management processes.

PERSONAL INTERESTS

Photography

Blogging

Automotives

Aviation

DIY

Travelling

REFERENCES

Syed Muqsit Razee

"Spares Engineer (R&RS Manager), Operations / BAT Bangladesh / Former Line Manager"

syed_razee@bat.com - +8801708146356

Naem Ibne Rahman

"Process Engineer, Operations / BAT Bangladesh / Former Project Coordinator"

naem_ibne_rahman@bat.com - +8801700714014

WORK EXPERIENCE

Web Content Writer

UpWork

09/2013 - 12/2017

UpWork is a freelancing platform. URL: <https://www.upwork.com/fl/jmahboob>

Achievements/Tasks

- ▣ Produced contents to reflect client's thought-leadership on niches like technology, industrial revolution, photography etc. in an easy-to-read tone to cater to the short attention span of the internet readers.
- ▣ Worked on content distribution strategy and website management through CMS (WordPress, Joomla). Assisted in a responsive UI setup process which was fairly new in 2013.
- ▣ Worked part time for 4 years which accumulated in about 321+ hours, 39+ projects, and earned a Top-Rated Award which is UpWork's highest distinction for best-performing freelancers. [!\[\]\(0d11e49c561fa84a6677bf9d4d629be0_img.jpg\)](#)

Intern, Service Assurance & Experience

Banglalink Digital Communications Limited

05/2017 - 08/2017

Dhaka, Bangladesh

Achievements

- ▣ Worked with comprehensive customer complaint and network KPI information acquired from Microsoft Access servers, synthesized and visualized them into daily reports. Converted manual spreadsheet reports into one-click reports using Microsoft Excel.
- ▣ Configured an internal webtool for the SAE team that managed end-to-end customer complaint across different management hierarchy for faster resolution.

PROFESSIONAL PROJECTS

Factory Consumables Procurement (02/2019 - 02/2020)

- ▣ Achieved the 2019 goal of procuring all factory consumables from their respective global OEMs, resulting in ~16% overall gain in inventory optimization. From acquiring requisitions to receiving the shipment at factory, led the entire cycle.

SAP Production Planning Execution (10/2019 - 01/2020)

- ▣ Led the system incorporation of factory machine tasklist onto SAP PP module from the scratch. Streamlined a scattered list of tasks into a standard set of instructions for easier understanding and incorporated with annual factory calendar for automation of spares procurement through the SAP MM material.

Material Requirement Planning (MRP) Automation (04/2019 - 08/2019)

- ▣ By constantly improving the Material Management module in SAP and aligning with Production Planning module, achieved 100% MRP automation from 0% in only 4 months. This achievement aligned with a global goal of attaining 100% MRP usage in the BAT APME region.

Control Tower for Spare Parts Execution (05/2018 - 12/2019)

- ▣ Led Control Tower for BAT Bangladesh R&RS Store, a global spare parts exchange program between BAT plants, by establishing necessary communications, guidelines, and acting as the primary point of contact, which is . Around 2% of annual overall spares are purchased through this program.

ACHIEVEMENTS & AWARDS

Top Rated Freelancer in UpWork (01/2016 - 08/2018)

Awarded with UpWork's highest distinction for outstanding freelancers; given for writing high quality web contents for clients from North America and Europe and maintaining consistency with the output.

Battle of Minds 2017 (11/2017)

Been through the rigorous stages of Battle of Minds and reached Top 100. The experience was practical, useful, and resulted in an internship opportunity "Xcelerate" with BATB Manufacturing team.