



## Abdul Salim Sulemani

Riyadh, Saudi Arabia

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### Professional Summary

Highly experienced Warehouse Team Leader with over 9 years in warehousing, logistics, and supply chain management. Proven expertise in managing inbound and outbound operations, inventory control, quality assurance, and team leadership. Strong ability to optimize processes, handle discrepancies, and drive operational excellence in high-pressure environments. Proficient in WMS Oracle and experienced in overseeing multi-client operations with a focus on efficiency and customer satisfaction.

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### Core Competencies

- Warehouse Operations Inbound/Outbound Management
  - Team Leadership and Training
  - Inventory Control and Documentation
  - Quality Assurance and Process Improvement
  - Logistics and Supply Chain Optimization
  - Problem-Solving and Issue Resolution
  - Proficient in WMS Oracle, Microsoft Office, A+, N+
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### Professional Experience

#### Inbound Team Leader

**FLOW Progressive Logistics** – Riyadh, Saudi Arabia

**May 2021 – Present**

- Lead and manage the receiving team, ensuring smooth inbound operations.
- Conduct quality control checks for incoming goods, resolving discrepancies and damages.
- Maintain accurate records of inventory and oversee coordination with the inventory team.
- Identify and implement process improvements to enhance efficiency.
- Oversee documentation and compliance with operational standards.

**Stock Administrator****FLOW Progressive Logistics** – Riyadh, Saudi Arabia**Apr 2015 – Apr 2021**

- Managed system-related goods receiving functions and ensured accurate inventory records.
- Checked inbound shipment items against picking lists and prepared release documents.
- Reported stock discrepancies, damages, and shortages to management.
- Coordinated shipments, branch transfers, and dispatch operations to retail outlets and warehouses.

**Logistics Co-worker****IKEA Saudi Arabia** – Jeddah, Saudi Arabia**Mar 2014 – Mar 2015**

- Ensured goods availability and managed logistics to meet customer demands.
- Facilitated efficient in-store deliveries and maintained stock levels.
- Used retail logistics expertise to improve customer satisfaction and operational efficiency.

**Facility Management Engineer****Trimax IT Infrastructure & Services Ltd** – Mumbai, India**Sep 2011 – Jan 2013**

- Managed connectivity and networking solutions for BSNL clients.
- Supported lease line clients with troubleshooting and technical solutions.

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**Education****Bachelor of Commerce (B. Com)**

Nagpur University, India

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**Certifications**

- Supply Chain Management (Oxford Home Study Center, Dec 2024)
  - Understanding Logistics (LinkedIn, Apr 2024)
  - Computer Hardware & Networking (A+, N+, Jetking Infotrain Limited)
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## Languages

- **English:** Professional working proficiency
  - **Hindi:** Native or bilingual proficiency
  - **Arabic:** Limited working proficiency
  - **Marathi:** Native or bilingual proficiency
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## Additional Skills

- Experienced in computer hardware, networking, and Microsoft Office applications.
  - Familiar with WMS Oracle systems and operational workflows.
  - Strong interpersonal and communication skills to lead diverse teams.
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