



# UZAIR KHAN NIAZI

## Operations Supervisor

A results-driven Operations Supervisor with expertise in logistics, team leadership, and operational efficiency. Skilled in streamlining processes, ensuring compliance, and optimizing workflow for smooth business operations.

### CONTACT

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- Uzairniazii16@gmail.com AI
- Khobar, Saudi Arabia
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### PERSONAL INFO

Father's Name : M. Aslam Khan  
Gender : Male  
Nationality : Pakistan  
Religion : Islam  
Marital Status : Single 16 Jan  
Date of Birth : 1997  
Iqama No : 2569913607

### IQAMA TRANSFERABLE

### EDUCATION

#### • **Software Engineering**

ISRA UNIVERSITY HYDERABAD  
(2016 – 2021)

#### • **FA**

B.I.S.E HYDERABAD (2013 – 2015)

#### • **Matric**

B.I.S.E HYDERABAD (2001 – 2013)

### EXPERIENCE

#### ● **Operations Supervisor**

**Mosol Al-Shamil Logistics – Dammam, Saudi Arabia | August 2024 – Present**

##### **Responsibilities:**

- Oversee daily logistics operations to ensure smooth workflow and efficiency.
- Coordinate with different departments to streamline processes and improve productivity.
- Ensure compliance with company policies, safety regulations, and industry standards.
- Supervise and support team members to enhance performance and operational success.

#### ● **Project Manager GEXTON, Hyderabad Pakistan | Jan 2023 – Jan 2024**

##### **Responsibilities:**

- Coordinated between business stakeholders and IT teams to ensure project alignment and success.
- Managed project plans, schedules, and resources to meet business goals and IT requirements. Facilitated communication between business units and IT departments, addressing issues and changes.
- Monitored project budgets and controlled costs to ensure financial objectives were met.

## SKILLS

- Logistics
- Export Operations
- Supply Chain Management
- Logistics Operations
- Team Work
- Leadership
- Communication
- Operations Management

## LANGUAGE

- English
- Urdu

## MAJOR SUBJECTS

- Database Systems
- Cloud Computing
- Database Administration
- Software Quality Assurance
- Software Project Management
- Cryptography and Data Security

## TRAININGS

- Selling Skills Attire
- Customer Dealing
- Handling Objection

## EXPERIENCE CONTINUED

- Monitored project progress and provided regular status reports to stakeholders. Identified and mitigated risks impacting project outcomes.
- Identified project risks and implemented mitigation strategies to minimize impact.

- **IT Support Engineer EBS PHARMA Hyderabad Pakistan | Jul 2022 - Dec 2022**

### Responsibilities:

- Provided technical support to end-users regarding hardware, software, and network issues.
- Troubled and resolved IT issues promptly to minimize downtime and ensure smooth operations. Managed IT inventory, including procurement and asset tracking.
- Collaborated with team members to implement IT solutions and upgrades.
- Installed, configured, and maintained computer systems, networks, and peripherals.

## CO-CURRICULAR EXPERIENCE

### **Vice President (IEEE Isra Student Branch)**

*Isra University, Hyderabad Pakistan (2019)*

### **Brand Ambassador (IEEE WIE Leadership Summit 2019)**

Pakistan Institute of Engineering & Applied Sciences, Islamabad Pakistan(2019)

### **Branch Executive Committee Member IEEE**

Isra University, Hyderabad Pakistan (2019)

### **Logistic Team Head**

IEEE Tech Com '18 (National Level Educational Event) (2018)

## PROJECTS

Electricity Time Scheduling (Arduino) with IOT Questionnaire

## CERTIFICATE

Microsoft Office Short Course From Gexton Hyderabad.