Syed Ahsan Rizvi

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SKILLS

Currently studying: HTML5, CSS3, JavaScript, jQuery, Bootstrap, Express.js, React.js, Node.js, Database Theory, Bookshelf.js, MongoDB, MySQL, Command Line, and Git.

EMT, Fire-rescue, Scuba Diving, Disaster Management, Business Economics, Operational management, Marketing, Strong Inventory Management Skills, Leadership, Team work, Computer proficiency, great attention to detail.

Languages: English, Hindi, Urdu, Pashto, Punjabi

EXPERIENCE

Problem Solver - *Amazon CA* **June 2020 - Present**

- Helping support daily department duties.
- associates and verify SOPs compliance.
- Reviewing and updating SOP's as required.
- Tracking and reporting ATS/labor hours.
- Occasionally assisting with production duties.
- Participating in Operational Excellence initiatives.
- Maintaining a full understanding of workflow and daily production goals.
- Ensuring successful area performance through tracking and reporting metrics.
- Upholding all company health and safety, security, and operational policies and procedures.

Fire Rescuer and Training Wing Instructor (Operations) - *Rescue 1122 NWFP Peshawar, Pakistan,* **March 2017 - June 2019**

- Responsible to respond to fire emergency calls to protect lives and property
- Responded to traffic accidents, vehicle fires, forest fires and structural fires in homes, apartment complexes and commercial buildings
- Prepared and Drove Fire trucks and equipment
- Worked with a team of first responders to gain control of emergency scenes; combat fires; performed victim search and rescue and treated the injured
- Involved with fire-prevention programs and fire-safety education at local schools and university

Inventory and Lead Store Manager - *Happy Mart Golden Arrow NWFP Peshawar, Pakistan,* **January 2016 - June 2019**

- Created department training manual to facilitate knowledge transfer for new hires, coached

and supported staff

● Developed, organized and implemented weekly staff schedules, monthly staff meetings and reviews, action plans, new projects, processes and procedures for staff, resulting in high-performance and better working conditions

● Maintained and emphasized customer service, resulting in quality interaction & a satisfactory customer experience

● Implemented Inventory control systems (barcode) at the workplace to manage the flow of inventory accurately

Inventory and Lead Store Manager *- Happy Mart Golden Arrow (cont.) NWFP Peshawar, Pakistan,* **January 2016 - June 2019**

● Implemented new strategy to partner with vendors to reduce overstock or aging inventory

● Partnered with Owner to forecast upcoming peaks or dips in inventory needs

● Developed and implemented system for delivery and retrieval of products, effectively increasing productivity and improving inventory management

● Developed and implemented a receiving log for incoming products

● Managed daily, weekly and monthly inventory and ordering of supplies for the store

● Coordinated and lead promotional events for new business marketing

Automobiles Sales Consultant *– Saadat Motors NWFP Peshawar, Pakistan,* **December 2014 - January 2019**

● Generated leads and turned them into sales opportunities for the showroom

● Corresponded with potential customers through email, telephone or in person; built long term relationships with new and existing customers

● Ensured customer satisfaction and that all administration work relating to the sales was effectively completed

EDUCATION

Full Stack Web Developer, University of Toronto School of Continuing Studies Boot Camps - *Toronto, Canada -* 2021

International Relations and Affairs, University of Peshawar - *NWFP Peshawar, Pakistan - Master's degree* 2015 – 2017

International Relations and Law, Edward's College - *NWFP Peshawar, Pakistan - Bachelors of Arts* 2012 – 2014

TRAINING

Training completed at Punjab Emergency Services Academy Lahore, Pakistan. EMT, Fire-rescue, Scuba Diving, disaster management and fire program Instructor in 2017.