

MD PHURQAN NAWAZ

Khadavali, Thane, Maharashtra

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Education

Vinoba Bhave University, Jharkhand
Bachelors in Arts (Hons)

Sept 2002 – Aug 2006
Jharkhand, India

Work Experience

The India Engineering Works (VE Commercial Vehicles) | Floor Superintendent

Dec 2023 – Present
Automobile Industry, Kolkata

- Supervised production floor operations ensuring adherence to safety and quality standards.
- Coordinated with cross-functional teams to streamline workflow and reduce downtime.
- Managed manpower allocation across multiple shifts for efficient resource utilization.
- Monitored performance metrics and implemented process improvements to increase productivity.

Abdullah Electromechanical (Manpower Solutions) | Floor Supervisor

Feb 2021 – Nov 2023

Ajman, UAE

- Oversaw day-to-day shop floor operations and maintained workflow efficiency.
- Led and managed a diverse workforce, ensuring optimal manpower utilization.
- Conducted routine inspections to enforce compliance with safety and operational guidelines.
- Reported daily production status and manpower deployment to senior management.

The India Engineering Works (VE Commercial Vehicles) | Floor Supervisor

Nov 2019 – Dec 2020

Automobile Industry, Kolkata

- Supervised shop floor staff and monitored daily workflow to meet production targets.
- Ensured equipment readiness and compliance with safety standards during operations.

Infra Moves Pvt. Ltd. (Authorized Dealer of Volvo Buses) | Store Incharge

March 2016 – Oct 2018

Bhiwandi, Thane

- Managed stock receiving, counting, storage, and labeling with accuracy.
- Verified and reconciled inventory records, resolving discrepancies promptly.
- Ensured compliance with safety and operational regulations in storage areas.
- Supervised and guided warehouse staff while addressing customer queries effectively.

Pooja Forge Service India Pvt. Ltd. | Store Keeper

March 2010 – Dec 2015

- Handled packing, unpacking, and systematic stocking of items in warehouses.
- Maintained detailed records of stock usage, movements, and damages.
- Conducted inspection of stock items and reported damages or defects to supervisors.

Page Point Service India Pvt. Ltd. | Customer Relationship Officer

Nov 2008 – Dec 2009

- Handled customer queries, complaints, and service-related issues.
- Provided clear information on company policies, services, and procedures.

Skills

- **Warehouse & Inventory Management:** Stock receiving, labeling, storage, record-keeping, and reconciliation.
- **Manpower Handling:** Supervising large teams, allocating resources, and monitoring workforce performance.
- **Process Compliance:** Ensuring safety, operational discipline, and adherence to company policies.
- **Customer & Vendor Coordination:** Handling queries, resolving complaints, and managing operational communication.
- **Computer Proficiency:** Microsoft Office, basic ERP knowledge, and internet applications.