



Contact Info

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Education

B.Sc in Stamford University
Major: Computer Science & Engineering
Passing Year: 2010

Diploma in Institute of Information Technology (IIT)
Major: Computer Science & Engineering
Passing Year: 2007

Professional Degree

PGD in Logistics & SCM
Academy of Business Professionals (ABP)
Certified by EDUPRO, UK
Year: 2021

MD. HABIBUR RAHMAN

Supply Chain | Logistics | Distribution

Career Objective

Pursuing a mid-level opportunity under supply chain management or logistics management operations in any renowned organization and growing rapidly with increasing responsibilities.

Career Summary

11 years experienced supply chain management, logistics & distribution management professional with expertise in Distribution Management, Material Requirement Planning, Logistics Management, Procurement, Inventory Management, Documentation and Reporting.

Job Experience

Examiner (work from home)

Intelligent Image Management Inc. IIMI (USA based company)
Department: NPS4
(July 2020 – Continue)

Role Summary:

Examine loan inquiries against the property by searching for their documents such as Deed of Trust, Agreement, Lien, and Probate etc.

Note: This is just a temporary job that I am doing due to the COVID-19 crisis

Executive, SCM Distribution

MGI- Meghna Group of Industries
(January 2019 – June 2020)

Core Function:

- Maintain SOP for demand/supply processes
- Analyze market & delivery systems
- Assess present & future material availability
- Manage & execute delivery programs
- Liaise with marketing & transportation team
- Maintain proper documentation and reporting

Achievement:

- Ensured 100% accuracy and time in case of any distribution
- Earned zero objections regarding work during my tenure

Expertise

- Distribution Management
- Material Requirement Planning
- Logistics Management
- Procurement
- Inventory Management
- Documentation & Reporting

Soft Skills

- Communication
- Team Player
- Organized
- Persuasion
- Time Management
- Negotiation

Computer

- Excel – Advanced Level
- Word & Power Point – Excellent
- SAP-SD & LE module – Good skill
- HTML–PHP & Photoshop–Illustrator

Language

- Bengali – Proficient
- English – Good Working Knowledge

Personal Info

Father : Md. Jubed Ali Khan
Mother: Romisha Begum

Date of Birth : 10th February, 1986
Marital Status : Married
Religion : Islam
Nationality : Bangladeshi
NID : 5539840651

Job Experience

Sr. Executive, Distribution (MIS)

OTOBI Limited

(March 2009 – December 2018)

Core Function:

- Managing a team of the whole Distribution Center
- Received, transferred or delivered finished goods
- Managed proper handling of finished goods
- Maintained proper documentation and reporting
- Acknowledged with Musak-11, Musak-17, and Musak-18

Training & Workshop

➤ Logistics at UNICEF

Duration: 01 Month

Year: 2021

Institute: UNICEF

➤ Procurement at UNICEF

Duration: 1.5 Month

Year: 2021

Institute: UNICEF

➤ Banking, LC, Shipping & Customs Process

Duration: 02 Days

Year: 2021

Institute: Bdjobs Training

➤ E-commerce in Supply Chain Management

Duration: 01 Day

Year: 2020

Institute: Academy of Business Professionals

➤ Omni-Channel Retailing and Supply Chains

Duration: 03 Weeks

Year: 2020

Institute: RMIT University

➤ Fundamentals of Digital Marketing

Duration: 01 Month

Year: 2020

Institute: Google Digital Garage

➤ Presentation & Negotiation Skill

Duration: 01 Day

Year: 2020

Institute: HR Perception

Reference

Dr. Mohammad Abul Kalam

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Md. Lutful Alom Maruf

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