

NIAZ MOHAMMAD BHUIYAN RAKIB

Address: 83/2, West Rampura, Wapda Road, Dhaka
Mobile: 01711091926
E-mail: niaz.bhuiyan.nb@gmail.com
LinkedIn: <https://www.linkedin.com/in/niazmohammadbhuiyan/>



Career Objective:

Highly focused with an understanding of Supply chain and Logistics. Available for new and challenging position, one which will make best use of existing skills and experience and also further my personal and professional development.

Career Summary:

Resourceful business professional with 1.5 year of experience in sourcing operations. Proactive Business Executive, able to identify ways to reduce expenses without compromising quality. Committed to identifying and implementing continuous improvements in the Supply Chain and always works hard to set high standards across all areas. Detail-oriented and analytical Logistics professional seeking to leverage background into a Supply Chain role for a progressive organization.

Employment History:

Assistant Executive (February 05, 2020 – Current)

Honda Bangladesh Private Limited

Department: Supply Chain (Spare Parts)

Duties/Responsibilities:

Maintain warehouse inventory for motorcycle spare parts section. Fulfill Honda dealer's request for parts order. Documents preparation and distribute parts to dealers. Manage returned parts from dealers as per guideline. Prepare musok-6.3 against sales regularly.

Executive (February 20, 2019 - October 17, 2019)

Grameenphone Ltd.

Department: Digital Channels and Distribution

Duties/Responsibilities:

Schedule wise product delivery, Update order status in the GUI regularly, Manage and track returned product, Inventory Counting and Recording, System Transaction for Material delivery.

Executive (August 2, 2018 - February 18, 2019)

Grameenphone Ltd.

Department: Supply Chain Management

Duties/Responsibilities:

Inventory Counting and Recording, System Transaction for Material delivery, Data entry for Receiving and delivery, SIM & Scratch Card Testing, Monthly Stock Reporting, Document Archiving Support.

Academic Qualification:

Exam Title	Concentration/ Major	Institute	Result	Passing Year	Duration
Bachelor of Business Administration (BBA)	Finance	Southeast University	CGPA:3.33 out of 4	2017	4
HSC	Business Studies	Dhaka City College	CGPA:3.5 out of 5	2013	2
SSC	Business Studies	Ideal School & College	CGPA:4.94 out of 5	2011	10

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none">Logistics & Supply Chain ManagementDistributionWarehouse.Inventory ManagementERPSourcingCapacity and Inventory	Efficiently manage day to day services and give support to deliver technological equipment to all over Bangladesh. Committed to identifying and implementing continuous improvements in the supply chain and always works hard to set high standards across all areas.

Extra-Curricular Activities:

Volunteer, Technical Skill, Athletic.

Language Proficiency:

Language	Reading	Writing	Speaking
English	High	Medium	Medium
Bangla	High	High	High

Personal Details:

Father's Name: Shahidullah Bhuiyan
Mother's Name: Hasina Begum
Date of Birth: August 6, 1994
Marital Status: Single
National Id No.: 19942693622000485
Religion: Islam
Permanent Address: Gopalnagar, Debidwar, Cumilla 3530

Reference (S):

Name:	Shomail Ataher	Name:	Mohammed Ahaduzzaman
Organization:	Grameenphone Ltd.	Organization:	Grameenphone Ltd.
Designation:	Head of Digital Retail	Designation:	Lead Specialist
Mobile:	+8801711507928	Mobile:	+8801711507682