

Md. Shahnewaj

Supply Chain Management | Foreign Procurement | Logistics Management

Career Objective

Pursuing an outstanding Supply Chain Management profession in any renowned organization and grow rapidly with increasing responsibilities.

Career Summary

More than 4 years experienced supply chain management professional, especially skilled in foreign procurement, with having expertise on purchase operation, material requirement planning, demand & supply analysis, product portfolio, supplier portfolio, relationship management, commercial operation, warehouse & storage operation, logistics operation management, transportation management and documentation & reporting.

Working Experience

Sr. Executive, Supply Chain (Aug 2019 - Continue)
Logistics Executive (Aug 2018 – Aug 2019)
Essilor Bangladesh Private Limited

Core Function:

- Conduct foreign & local procurement
- Execute step by step procurement work
- Process work order or purchase order
- Manage & maintain L/C opening & processing with relevant formalities
- Prepare material requirements planning
- Maintain liaison with vendors and suppliers
- Maintain proper communication with bank & suppliers
- Coordinate with freight forwarder and C&F
- Maintain product portfolio and supplier portfolio
- Process bills for ensuring timely payment of suppliers
- Supervise & monitor logistics to ensure smooth operations
- Maintain a pool of suppliers and ensure buyer's bargaining power
- Conduct documentation & reporting
- Executed overall logistics operation as an Executive
- Managed product storage, warehouse and inventory operations
- Organized & managed transportation operation

Achievement:

- Drastically improved efficiency and quality
- Strategically reduced costs in many ways
- Optimized order-to-delivery lead time & established schedule delivery system for inventories
- Awarded as 'Best Employee' for several times
- Redesigned transportation and increased cost/time efficiency
- Promoted as Sr. Executive, Supply Chain for outstanding performance



Contact Info

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- 452, Kafrul, Dhaka

Professional Qualification

PGDSCM Enrolled
International Supply Chain Education
Alliance (ISCEA), USA

Education Qualification

MBS in Accounting
National University
2nd Class Year: 2012

BBS in Accounting
National University
2nd Class Year: 2011

HSC in Business Studies
Govt. Syed Hatem Ali college, Barisal
3.5 out of 5.00 Year: 2007

SSC in Business Studies
Oxford Mission High School, Barisal
3.8 out of 5.00 Year: 2005

Soft Skills

- Communication
- Team Leadership
- Decision Making
- Presentation
- Time Management
- Organization
- Negotiation

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Internship

Intern, Finance
Dhaka Regency Hotel & Resort

Duration: 03 Months
Year: 2015

Involvement:

- Financial Budgeting
- Financial Reporting

Training & Workshop

- Commercial Functions with Bank, Customs, C&F Agent, Logistics & Shipping by Bdjobs.Com
Duration: 06 Days Year: 2021
- Logistics & Supply Chain Management by Northern University Bangladesh
Duration: 02 Months Year: 2021
- Banking, LC, Shipping & Customs Process for Commercial & Supply Chain Professional by Bdjobs.Com
Duration: 03 Hour Year: 2020
- Essential Business Etiquette by Bdjobs.Com
Duration: 03 Hour Year: 2020
- Commercial functions with bank and cnf by Bdjobs.com
Duration: 01 Day Year: 2020
- Procurement Planning by Cornerstone OnDemand Foundation
Duration: 01 Day Year: 2020
- Procurement by Cornerstone OnDemand Foundation
Duration: 01 Day Year: 2020
- Using Proper Warehousing Processes and Procedures by Cornerstone OnDemand Foundation
Duration: 01 Day Year: 2020
- Warehousing by Cornerstone OnDemand Foundation
Duration: 01 Day Year: 2020

Reference

Md. Naimul Haque Mridha
Senior Principle Officer-HR
First Security Islami Bank Limited
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Syed. Ashraf Uddin Ahmed
Cluster Market Director
Robi Axiata Bangladesh Ltd.
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Expertise

- Purchase Operation
- Foreign Procurement
- Material Requirement Planning
- Demand & Supply Analysis
- Product Portfolio
- Supplier Portfolio
- Relationship Management
- Commercial Operation
- Warehouse & Storage Operation
- Logistics Operation Management
- Transportation Management
- Documentation & Reporting

Computer

- MS Word
- MS Excel
- MS PowerPoint

Language

- Bengali - Proficient
- English – Good Working Knowledge

Personal Info

Father: Md. Nasir Uddin
Mother: Mst. Hosneara Begum
Date of Birth: 02nd February, 1989
Nationality: Bangladeshi
NID: 19892693016076146