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|  | MUbashir ZIA Warehouse Team Lead **3.5+ years’ experience in warehousing and logistics.** | |
| **Objective:**  Seeking challenging technical position as deemed suitable to my skill, experience, and Hard work to help a successful organization or company expand further and to help myself grow.  Further professionally, technically, and financially and become an effective team player in a progressive organization or company.  **PROFILE**  An accomplished Warehouse Team Lead focused on managing warehouse operations efficiently. Dedicated to improving workflow, maintaining accurate inventory, and ensuring a safe workplace. Committed to motivating teams to achieve company objectives.  **NATIONALITY**  Pakistani  **Date of birth**  12-Oct-1998  **IQAMA**  **2566053357 (Transferable)**  **Address**  **Riyadh, Saudi Arabia**  **CONTACT**  +966598900542  **EMAIL**  [m](mailto:imran.makkah786@gmail.com)ubzia12@gmil.com  **TRAINING / Skills**   * Microsoft Excel * Microsoft word * Staff handling * Customer handling & satisfaction * Business growth and progress * Staff Attendance * Inventory control.   **Languages:**  **Urdu:** Native  **English:** Very Good (Speak & Write) |  | EDUCATION **Bahauddin Zakariya University Multan, Pakistan**  Bs Computer Science 4 years program 2014-19    **Experience in Pakistan**  **Swyft Delivery Solution PVT Ltd.**  **Mid Mile Associate (June 2020 – January 2024)**  I joined this logistics company during its inception in Faisalabad, Pakistan, assuming a senior role within the team. My responsibilities encompass various aspects of operations, including rider task assignment, rider closing, cash collection, stock receiving, stock balancing, intercity movement, and team attendance management. Below are outlined department-specific duties:  **Warehouse Team lead:**  Basically, I was hired as a warehouse executive in the company where I was responsible for   * Intercity stock receiving and route wise sorting. * Stock balancing after rider assignment. * Inventory management like flyers, rider bags and uniform. * New stock pickup from within city and city wise packing. * Stock loading for intercity movement. * Intercity transport management. * Shift meetings and team attendance etc.   **Rider Assignment & Closing**  As a startup, our team diligently collaborates with other departments to ensure seamless operations. We actively engage in cross-functional tasks, contributing beyond our departmental responsibilities to drive corporate objectives. Some tasks are mentioned below.   * Parcels assignment to riders. * Stay in contact with riders and resolve their issues. * Customer handling and satisfaction. * Return parcels collection and attempt verification. * Work on delivery ratio & rider’s incentives. * Cash collection of COD parcels etc.   **Ufone Contact Center**  **Customer Service Representative (2019)**  **City: Lahore**  **Key Experiences:**  • Customer interaction and handling  • Team responsibility  • Resolving customer problems  • Interaction with other departments for proceeding customer complaints. | |