

# FAKRUDDEEN AFIZ

## LOGISTICS & SUPPLY CHAIN MANAGEMENT



### CONTACT INFO

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### EDUCATION

A.J.I English Medium Senior Secondary School	1st to 10th STD.	2009 to 2018
GHSS Paivalike	Pre-University	2019 to 2021
Yenepoya Institute of Arts, Science, Commerce & Management.	Bachelor of Business Administration in Logistics & Port Management.	2021 to 2024
S.R.M Institute of Science & Technology	Master of Business Administration in Logistics & Supply Chain Management.	2025 to 2026 (ongoing – Online Mode)

### EXPERIENCE

October 2024 to Present

#### Target Engineering Construction Company L.L.C, Abu Dhabi, UAE

##### Catering Storekeeper: Camps Department -

- Manage and monitor inventory levels to ensure optimal stock availability and minimize wastage
- Handle procurement activities including sourcing, evaluating quotations, and processing purchase orders
- Oversee invoicing operations and ensure accurate documentation for financial records

- Collaborate with suppliers to maintain effective communication and negotiate favorable terms
  - Generate and analyze stock reports to support strategic decision-making
  - Utilize ERP systems such as Oracle to streamline inventory tracking, procurement workflows, and reporting
  - Maintain comprehensive records for audits and internal documentation requirements
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## OBJECTIVE

Ambitious BBA graduate currently pursuing an MBA through an online program, with a strong commitment to continuous learning and professional development. Eager to leverage academic knowledge and hands-on experience in inventory and procurement to transition into a logistics role, where I can contribute to efficient supply chain operations and demonstrate my adaptability and drive in a fast-paced environment.

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## SKILLS

- Inventory Management & Stock Control
  - Procurement & Vendor Coordination
  - ERP Systems (Oracle)
  - Advanced Microsoft Excel
  - Logistics & Supply Chain Fundamentals
  - Quotation Handling & Cost Analysis
  - Documentation & Record Management
  - Time Management & Organization
  - Attention to Detail
  - Computer Proficiency
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## LANGUAGES

- English
  - Hindi
  - Malayalam
  - Tamil
  - Kannada
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## DECLARATION

I hereby declare that the information provided above is true and correct to the best of my knowledge and belief.