**JUNAID ARSHAD**

Tel: 03091474536, 03064577823

Email: [junaidarshad0258@gmail.com](mailto:junaidarshad0258@gmail.com)

Address: wafaqi colony, 24 ishrat town, Lahore

**Career Objective**

To be associated with a progressive organization which can provide me with a dynamic work sphere to extract my inherent skills as a Professional, use and develop my aptitude to further the organization’s objectives and also to attain my career targets in the progress.

**Experience**

**Staples Sweden AB (July 2018 – December 2019)**

Prepare and complete orders for delivery or pickup according to schedule (load, pack, wrap, label, ship)

Perform inventory controls and keep quality standards high for audits

cooperate with supervisors and coworkers

Sort and store goods in the right shelves and in the right part of the warehouse

Store deliveries in the right shelves and storage room

**Atea Logistics AB (April 2018 – July 2018)**

Manage incoming and outgoing deliveries

Record deliveries in the customer's system

Driving Truck to manage the pallets

**Allid Supplies and services private Limited (Jan 2016- June 2017)**

Enter Goods receiving note in the system of incoming delivery in warehouse

Dispatched of stock in other sub warehouses

**Mughal Steels private Limited (March 2014- Dec 2015)**

Scanning and filling of documentation

Opening Letter of credits of suppliers

Follow ups with banks and suppliers for shipment

**Academic Credentials**

**Masters of Business Process Control** Linnaeus University 2019

**& Supply Chain** (Vaxjo, Sweden)

**Master of Business** University of Central Punjab 2014

**Administration** (Lahore, Pakistan)

**Bachelor Of Commerce** University of the Punjab 2009

(Lahore, Pakistan)

**Skills**

Ability to work with team in collaboration

Problem solving capability and good communicator

**Languages**

English, Urdu

**References**

To be provided on Demand