



ABID MAHMOOD

Objective:

A challenging and rewarding Logistics / Distribution Center Operations Management position within the private sector where prior experience, personal ability, and a commitment to professionalism would be of value. Position should allow for continued personal and professional growth commensurate with achievements.

Academic Qualification:

Masters in Accounting - (2007) Bahauddin Zakariya University, Multan Pakistan
Bachelors in Accounting - (2004) Karachi University, Karachi Pakistan

Professional Work Experience:

Fatima Group of Companies

Position: Deputy Manager Material Management
Reporting to: Deputy Director Supply Chain
(26-12-18 to 31-03-2024)

Job Responsibilities:

- Collaborate with other managers to determine supply needs
- Purchase supplies and materials according to specifications
- Coordinate and supervise receiving and warehousing procedures
- Oversee distribution of supplies in the organization
- Control inventory levels and ensure availability of material during emergencies
- Supervise, evaluate and coach subordinates
- Maintain relationships and negotiate with suppliers
- Keep detailed records on procurement activity, materials quantity, specifications etc.
- Assist in forecasting to plan future orders

Buxly Paints Pakistan Ltd

Position: Warehouse Supervisor
Reporting to: Warehouse Manager
(02-02-2016 to 29-09-2017)

Job Responsibilities:

- Measure and report the effectiveness of warehousing activities and employees performance
- Organize and maintain inventory and storage area
- Ensure shipments' and inventory transactions' accuracy
- Communicate job expectations and coach employees
- Determine staffing levels and assign workload
- Interface with customers to answer questions or solve problems
- Maintain items record, document necessary information and utilize reports to project warehouse status
- Identify areas of improvement and establish innovative or adjust existing work procedures and practices
- Confer and coordinate activities with other departments

Falcon Pack (Group of Companies) Sharjah, UAE

Position: Accountant cum Inventory Controller

Reporting to: Account Manager
(08-01-2012 To 23-04-2015)

Job Responsibilities:

- Foreign purchase & Local purchase goods receipt entry & invoicing in the system.
- preparing monthly inventory valuation report UAE & GCC Branches
- Preparing purchase order & sale order for GCC branches
- Inventory Variance Analysis & Inventory Adjustment
- Raw material return, consumed entry & raw material receipt entry
- GCC branches internal reconciliation
- Oversee inventory management and conduct regular cycle counts and audits to ensure inventory accuracy.
- Weekly internal stock audit all UAE branches & GCC branches quarterly
- Preparing monthly Sku's report (slow moving, High margin, low margin & fast moving)
- Identify areas for process improvement and implement efficient warehouse practices to enhance productivity and cost-effectiveness.
- Ensure compliance with health and safety regulations and maintain a clean and organized warehouse environment.
- Resolve any issues or conflicts that arise within the team and address performance concerns through coaching and mentoring.

Berger Paints Pakistan Limited

Position: Accounts Officer
Reporting to: Accounts Manager
From (12-01-2009 to 30-04-2010)

Job Responsibilities:

- Party ledger reconcile aging wise and made party payment
- Handle petty cash all region
- Process accounts payable and receivable, depending on role
- Utilize database software to organize financial account information
- Prepaid monthly bank reconciliation
- Handle account inquiries from internal and external sources
- Make regular contact with clients to ensure payment
- Ensure company financial accounts, such as credit cards, are paid on time
- Perform internal audits on financial activities as necessary
- Review both incoming and outgoing invoices
- Generate financial reports for review regulatory authorities

Personal Information:

Material Status: Married
Contact # 0531195852
Iqama: Transferable
Present Address: Al Khobar, Saudi Arabia
Availability: Immediately
Email: abidmahmood@hotmail.com

Skills & Hobbies:

Data Analysis, Industry knowledge, Interpersonal Skills, Organizational Skill
Accounting research skills, Communication skills, Team Player & Football, Cricket etc.

REFERENCES:

Will be furnished on demand