

MOHAMMED AKTER HOSSEN

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SUPPLY CHAIN PROFESSIONAL

Results-oriented Supply Chain Management professional with over 23 years of experience in optimizing operations and enhancing efficiency. Proven track record in leading high-performing teams and developing strategic initiatives that consistently meet and exceed targets. Skilled in analyzing market trends, identifying new opportunities, and implementing effective solutions to boost supply chain performance. Currently serving as Assistant General Manager in Supply Chain, where I lead a team to consistently surpass company goals and drive operational excellence.

SKILLS SUMMARY

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| • Supply Chain Optimization | • Negotiation and Conflict resolution | • Market Price Trend Monitor, Analysis & Reporting |
| • Strategic Sourcing and Procurement | • Effective Communication | • Problem Solving Aptitude |
| • Demand & Supply Planning | • Cost Optimization | • Market Research and Analysis |
| • Vendor Management | • Budget Control | • Material Management |
| • Inventory Management | • Team Leadership & Development | |
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PROFESSIONAL EXPERIENCE

Assistant General Manager, SCM

December 2023 – Current

Massive Builders Ltd., Dhaka, Bangladesh.

- Lead and supervised a Supply Chain Management team of twelve professionals, driving a 6% reduction in purchasing costs over the past two years.
- Oversee and optimized the end-to-end supply chain process, including procurement, inventory management, order fulfillment, and supplier management.
- Reviewed and approved purchase orders and invoices, promptly addressing any discrepancies to ensure timely payments to suppliers.

Sr. Manager, Procurement

August 2021 – November 2023

Tekken Corporation, Dhaka, Bangladesh.

- Evaluated supplier quotes based on purchasing procedures and competitiveness in quality, price, and delivery.
- Managed end-to-end procurement from sourcing, negotiation, and contract management down to supplier relationship management.
- Minimized procurement risks through detailed assessments of vendors and constant performance metric monitoring.
- Collaborate with other departments of the organizations, including finance, operations, and legal department.

Assistant General Manager, Procurement

January 2020 – July 2021

Nirman Builders & Developers Ltd., Dhaka, Bangladesh.

- Responsible for overall procuring and cost estimating across the business to be pursuit of the targets for price, quality, and delivery.
- Initiated the development of e-procurement processes to introduce creative and innovative procurement solutions.
- Provided leadership to departments by coaching and mentoring direct reports, fostering a high-performing team focused on continuous improvement, value addition, and cost reduction.

Sr. Manager, Procurement

January 2017 – December 2019

Palma Group, Dhaka, Bangladesh.

- Planned and developed the timely, cost-effective supply of materials to factories, ensuring adherence to quality standards and specifications.
- Monitored purchase requisitions, issued purchase/work orders, and ensured proper authorization to facilitate timely procurement in line with company policy.
- Maintained strategic relationships with selected sources to be ensured strong procurement planning.

Deputy Manager, SCM**May 2007 – January 2017**

Amin Mohammad Foundation Ltd., Dhaka, Bangladesh.

- Managed order placement timing, aligned supply with demand, and handled material replenishment.
- Developed sourcing strategies and continuously monitored, evaluated, and improved supplier performance.
- Resolved disputes and claims with vendors or suppliers to maintain smooth operations.

Sr. Executive, Procurement**June 2004 – May 2007**

Asset Developments & Holdings Ltd., Dhaka, Bangladesh.

- Sourced suppliers and negotiated price, quality, credit facilities, and payment terms.
- Prepared comparative statements and work orders in accordance with all terms, and submitted them to higher authorities for approval.

Executive, Administration**March 2002 – June 2004**

Labaid Group, Dhaka, Bangladesh.

- Prepared daily attendance records and managed administrative orders or office circulars.
- Collaborated with IT officers for purchasing computers and related accessories.

Zonal in Charge, Marketing**June 2001 – February 2002**

Marit Foods Ltd., Dhaka, Bangladesh.

- Prepared a weekly market visit schedule and conducted regular visits to the problematic areas.
- Regularly monitored sales, collections, and outstanding dues reports to the Head Office via email.

EDUCATION

- **Masters of Social Science (MSS)**
National University, Dhaka, Bangladesh.

- **Bachelor of Social Science (BSS)**
National University, Dhaka, Bangladesh.

PROFESSIONAL DEVELOPMENT & CERTIFICATIONS

- Post Graduate Diploma in Supply Chain Management, BIMS, Dhaka, April 2016.
- Banking, LC, Shipping & Customs Process for Commercial & Supply Chain Professional, Bdjobs, 2020.
- Safety & Hygiene Skills, Tekken Corporation, 2023.

TECHNICAL SKILLS

- MS Office Suite (Word, Excel, PowerPoint)
- M-File (Purchase/Engineering/Inventory/Accounts Module)
- Cloudia Software (SCM & Cost Analysis)
- Procurement Management System Software
- ERP/ERM (SCM/Procurement/Purchase/Inventory Module)
- Data Analysis & Reporting (e.g., Google Analytic)

LANGUAGE SKILLS

- Bengali: Native Language
- English: Advanced
- Hindi: Beginner

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- References Available Upon Request.



Mohammed Akter Hossen