

Ali Akbar Khan

Operational Manager | Business Executive | Supply Chain Specialist

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Address: Khalafi Building, 22B St, Al Rolla Road, Al Raffa Bur, Dubai



Career Objective:

Dynamic and self-motivated professional with over 5 years of experience managing a furniture manufacturing and general order supply business. Expertise in end-to-end business operations, including documentation, procurement, customer relations, and team leadership. Proven track record of delivering projects on time and within budget while maintaining high-quality standards and customer satisfaction.

Core Competencies:

- Business Operations Management
- Procurement & Vendor Relations
- Customer Relationship Management
- Documentation & Compliance
- Team Building & Leadership
- Project Planning & Execution
- Inventory Management & Quality Assurance
- Microsoft Office Suite (Excel, Word, Outlook)

Professional Experience:

Operational Manager

Ali Traders – Pakistan

July 2021 – October 2024

- Managed the firm specializing in furniture manufacturing and general order supplies for government and private sectors.
- Handled all business documentation, including contracts, purchase orders, and project reports, ensuring accuracy and compliance.
- Procured high-quality raw materials and maintained supplier relationships to secure competitive pricing.
- Supervised production operations to ensure timely completion of projects while meeting client specifications.
- Collaborated with customers to design tailored solutions, balancing functionality and aesthetics.
- Recruited, trained, and managed a skilled team to uphold quality standards and operational efficiency.
- Optimized workflows and implemented cost-saving strategies, resulting in increased profitability.

Site Supervisor

Ali Traders – Pakistan

March 2019 – July 2021

- Supervised on-site activities, including material handling, inventory control, and worker coordination.
- Ensured safety compliance and quality standards across all active projects.
- Coordinated with architects and designers to resolve project-related challenges effectively.
- Monitored project progress to ensure timely completion and customer satisfaction.

Academic Qualification:

- **Bachelor of Science in Mechanical Engineering**
University of Lahore, Lahore
2017 – 2021 | CGPA: 3.01/4.00 | PEC Registered Engineer (Level II)
- **FSc Pre-Engineering**
Abdul Razzaq Fazaia College, Mianwali
2015 – 2017 | 62.5%
- **Matriculation (Science)**
Abdul Razzaq Fazaia College, Mianwali
2013 – 2015 | 89%

Certifications:

- Supply Chain and Logistics Management
- Advanced Business Operations and Leadership
- Documentation and Compliance in Business Management

Key Skills:

- End-to-End Business Management
- Procurement and Vendor Negotiation
- Documentation Accuracy & Compliance
- Team Development and Leadership
- Strong Customer Relationship Skills
- Project Planning and Execution
- Inventory Optimization & Quality Assurance

Achievements:

- Successfully managed multiple government and private sector projects, ensuring 100% on-time delivery.
- Increased business profitability by implementing efficient procurement and workflow strategies.
- Built long-term relationships with clients, resulting in a 30% increase in repeat business.
- Enhanced team productivity through effective training and performance management.