

Arslan Ashraf

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Summary

Logistics specialist offering 11 years of experience in FMCG and Major Events. Demonstrated expertise in inventory management and ERP systems ensuring zero variance. Excellent skills in team leadership, SOP's development and Distribution planning and execution. Showed efficiency in managing vendors, 3PL and 4PL Models. Ability to plan major events Logistics to ensure seamless execution of Last miles deliveries and ensuring customers satisfaction. Inspiring and Decisive team leader and collaborative team member with a strong communication and interpersonal skills.

Key Skills

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|-------------------------------------|-----------------------------------|---------------------------------|
| ✦ Win Win Negotiation | ✦ ERP System Expert | ✦ Fire Fighter Training Holder |
| ✦ Team Management & Leadership | ✦ Logistics Coordination | ✦ Official First Aider |
| ✦ Cross Functional Communication | ✦ Warehouse Management | ✦ Briefing & Debriefing |
| ✦ Budgeting & Cost Control | ✦ Strong Communication Skills | ✦ Command on C3 |
| ✦ Resource Optimization | ✦ Events Planning | ✦ Six Sigma Rules |
| ✦ Layout and Facility Planning | ✦ Last Miles Deliveries | ✦ Readiness Of Program workshop |
| ✦ Problem Solving Skills | ✦ Reports & Dashboard | ✦ DDS Management |
| ✦ Distribution Planner | ✦ Policies Development | |
| ✦ Vendor Management | ✦ Fleet Management | |
| ✦ Outstanding Proficiency in Excell | ✦ Hygienic Design | |
| ✦ Capacity Planning and Forecasting | ✦ Compliance With Health & Safety | |

Technical Skills: Excell, MS Office.

Professional Experience

Specialist Logistics and Custom, Mar 2023 – Present

Cop 28, UAE

Key Responsibilities:

- Conducting meeting with multiple LSP's to appoint as official Logistics service providers to COP28.
- Perform site survey to plan for last mile deliveries during the event.
- Conduct multiple meetings with United Nations representative to get alignment on logistics strategies and plan.
- Conduct meetings with custom authority to ease in custom release process for COP28 shipments.
- Participated in development of Logistics strategy and procedures for the event.
- Sign off technical drawings for logistics compound facilities.
- Ensure accurate and on time last mile delivery to participants and sponsors during the event.
- Deliver more than 200 Deliveries for Blue zone and 150 deliveries for Green Zone
- Delivered stand build material for bump in phase 965 trucks and bump out phase 657 trucks managed.
- Conducting training for Delivery management System and access management system
- Involved in developing SOPs for (RSA)Remote scanning area and (VSA) Vehicle search area.
- Developing reports related to total deliveries and progress onsite.
- Involved in decommissioning planning and execution.

Distribution Planner Supply Chain UAE, May 2020 –Mar 2023

Fine Hygienic Holding, Dubai, UAE

Highlights:

- Optimizing the shipment routs that lead to annual saving of AED 18,000/year.
- Lead selection and contract negotiation with trucks supplier for annual contract which lead annual saving of 20,000/Year.
- Lead selection and contract negotiation for fleets maintenance providers generating annual saving of AED 24,000/Year.
- Introduce double Deckers trucks in our fleets to save number of replenishment trips generating saving of AED 80,000/Year.
- Optimize the number of trips for replenishment through accurate sales forecast leading to the saving of AED 86,000/Year.
- Plan and execute the move of stock from DIP warehouse to DIC warehouse in preparation for closer of DIP Warehouse.
- Leveling manpower supply according to accurate sales forecast which generated annual saving of AED 12,000/Year.

Key Responsibilities:

- Initiate and lead the daily directional meetings.
- Coordinate with sales team on daily plan.
- Full delivery & pickup plan, replenishment, repack transfer IOT.
- Monitoring vehicles routes, product stock capacity and customer timings.
- Monitor and replenishment of stock in Abu Dhabi warehouse.

- Perform weekly check up on fleets to ensure safe performance and availability.
- Develop and update SOPs and checklists to enhance distribution procedures.
- Lead negotiation with manpower and truck supplier to achieve lowest possible rates.
- Reporting delivery our distribution performance to all sales channel head.
- Perform Problem solving analysis for sales complain.
- Lead productivity and cost saving projects.
- Reporting daily stock movements and highlighting low and out of stock items.
- Reporting daily distribution report to direct Managers.

Logistics Operation In-charge, Mar 2015 – May 2020
Al Rashid Group of Industries (Admirals Trading LLC), Dubai, UAE

Highlights:

- Lead space optimization project to efficiently utilize the space for 4PL services, Contract value AED 120,000/Year.
- Restructure of warehouse staff to reduce manpower generating an annual saving of AED 25,000.
- Optimize the delivery plan and routes which lead to reducing the number of truck from 52 to 44 per month generating a monthly saving of AED 44,000.
- Lead the project of implementing a Global Positioning system which helped to allocate the logistics budget for respective channels.
- Successfully converted all cash fuel fillings into smart card pay to control fuel abuse.
- Involved in the implementation of new ERP system (Oracle JDE Edward) for Logistics department to stream inventory and stock management.
- Lead the project of new brand (Delmonte) to our fleet as 3PL distribution for retail channel all over the UAE under smart sales point system Sales force automation (SFA).
- Successfully implement and lead the project of freshly frozen retail and food service channel all over the UAE under smart point system SFA.
- Successfully implemented SFA 30 sales van for confectionery, Dry, Frozen, Chiller SKUS in UAE.
- Represent the logistics department to implement the new ERP system WMS Palm.

Key Responsibilities:

- lead Daily direction meeting with warehouse and distribution team.
- Develop the SOP for warehouse and distribution team.
- Supervise inventory management and control process including stocking ordering and reordering and order fulfillment.
- Introduce brand wise count on daily basis to control the variance.
- Organize monthly cycle count with finance and account department.
- Ensure compliance of the inbound and outbound process according to company policy.
- Coordinate with sales managers and sales team on daily plan.
- Drawing of Geofences to monitor customer's constant deliveries.
- Centralized communication system with warehouse and distribution team.
- Ensuring customer deliveries are on time and as per requirements.
- Ensuring health and safety and security rules are followed throughout the operation.
- Presenting reporting performance of warehouse & distribution to Line Manager & CEO.
- Perform Problem solving analysis for sales complain.
- Lead productivity and cost saving project.

Unilever (Walls Ice cream), Feb 2013 – January 2015
Warehouse Operation In charge, Lahore, Pakistan

Key Responsibilities:

- Responsible of complete inbound and outbound process
- Ensuring follow the rule of 6S in warehouse.
- Supervise inventory management and control process including stocking ordering and re-ordering and order fulfillment.
- Conducting frequent inventory cycle count, work to resolve all discrepancies by consistently conducting month-end reconciliation.
- Frequently audited operating procedures in processing of FROZEN.
- Involved in complete cycle of distribution, Routes planning, Drivers Meeting, Vehicle Management.
- Liaised with other departments to ensure deliveries.
- Manage the daily schedules of meetings & visits of the sales team ensuring efficient client services & support.

- Ensure that all safety procedures are fully compliant with local state regulations and according to company prescribe standards.
- Developing reports relating to warehouse asset, stock movement, daily delivery report.

Education

- **Bachelor of Law**, Aug 2014
Punjab University Lahore, Pakistan

Training & Professional Development

- First Aider Training
- Fire Fighter Training

Personal Details

- Nationality: Pakistan
- Date of Birth: 28 April 1989
- Marital Status: Married
- Hobbies and Interests: Reading history, Playing Cricket and Snooker, and Chess.
- Languages: English, Urdu, Hindi, Punjabi.