

BASHARAT ASHRAF

Streamlining Warehousing Operations for Maximum Efficiency

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SUMMARY

Warehouse In-charge with over 10 years of experience in managing teams, coordinating schedules, and overseeing daily operations. Proficient in inventory management, ensuring safety compliance, and implementing process improvements to enhance efficiency and productivity.

WORK EXPERIENCE	<div>Warehouse In-Charge</div> <div>(Huawei Warehouse Gujranwala (AML))</div> <div><ul style="list-style-type: none">Led a team of warehouse employees to ensure the efficient receipt, storage, and distribution of goods. Designed and implemented safety protocols to maintain a secure and productive work environment. Oversaw daily operations, ensuring timely and accurate order picking, packing, and shipping to meet operational goals.</div>	<div>Nov 2019 - Present</div>
	<div>Warehouse In-Charge</div> <div>(Huawei Warehouse Gujranwala (Exp Int))</div> <div><ul style="list-style-type: none">Monitored inventory and maintained accurate records of stock levels.Determined the most efficient methods for loadings, unloading and organizing goods in the warehouse.Established and enforced quality control standards for products stored and shipped from the warehouse.</div>	<div>Sep 2014 - Oct 2019</div>
	<div>Digicom Trading Pvt. Ltd. (Q Mobile)</div> <div><ul style="list-style-type: none">Processed orders using a forklift and pallet jack to move freight throughout the warehouse.Ensured that all incoming and outgoing shipments were accurately tracked and monitored.</div>	<div>Jan 2011 - Aug 2014</div>

EDUCATION	<div>B.A (Bachelor of Arts)</div> <div><ul style="list-style-type: none">AIOU Islamabad</div>	<div>2016 - 2018</div>
	<div>F.A (Intermediate in Arts)</div> <div><ul style="list-style-type: none">BISE Gujranwala</div>	<div>2005 - 2007</div>

KEY SKILLS	• Inventory Management and Control	• Leadership and Team Management
	• Knowledge of Warehouse Management Systems (WMS)	• Communication & Interpersonal Skills
	• Safety and Compliance Regulations	• Problem-Solving & Critical Thinking
	• Logistics and Supply Chain Coordination	• Time Management & Prioritization
	• Forklift and Equipment Operation	• Adaptability & Flexibility