Morteza Abdollahiasl

Contact

Phone
+971 50 501 8555

Address
International City DXB, UAE

Email
mortezamhod@gmail.com

Skills

- Multi-lingual
- Cost effective
- Customer support
- MS Office
- Quick Learner
- Training and mentoring
- Team Building
- Solution Mock-Ups
- Hardware and software installation

Languages

- English
- Arabic
- Urdu
- Farsi

Professional Summary

Dedicated logistics and procurement specialist with extensive experience in managing supply chains, warehouse operations, and vendor relationships. Proven track record in ensuring customer satisfaction through efficient logistics networks and cost-effective procurement strategies. Skilled in data entry, inventory management, and utilizing advanced software tools for documentation and analysis. Multilingual team player with strong organizational, analytical, and customer service skills, committed to continuous learning and improvement. Holds a Bachelor's degree in Information Technology and various professional certifications in blockchain, AI, and digital marketing.

Education

September 2017 - December 2020
Bachelors of Science: Information technology

Amity University, Dubai

Work History

January 2024 - April 2025

J&T Express, Procurement Specialist

- Developed a database of vendors and products to enable efficient and cost-effective procurement
- Created and maintained an up-to-date database of suppliers and pricing information
- Researched and implemented alternative suppliers to reduce costs and improve quality
- Developed and maintained positive working relationships with suppliers, resulting in improved service and prices
- Analyzed market trends and competitor pricing to identify cost savings opportunities

November 2022 - December 2023

Bespoke Balconies, Logistics

- Managed any and all logistics from supplier to customer.
- Worked to advance a positive supply chain and powerful logistics networks.
- Ensured that customer requirements were met with the highest possible standards.
- Established direction while maintaining positive communication with all employees.
- Developed and executed strategy for logistics and inventory management.
- Handled the logistics of picking up and delivering items.

Work History Cont.

March 2022 - June 2022
BitOasis Dubai, Data Entry(Compliance Officer)

- Verification & Approvals of customers while checking if they have criminal hits over thier name using "ComplyAdvantage".
- Entered Customer details into database with speed and accuracy.
- Monitored database updates and verified for correctness.
- Corrected profile errors to prevent duplication or data degradation.
- Tracked and maintained records for Compliance department.

September 2021 - March 2022
EXPO 2020 Dubai, Event Staff Member

- Searched and screened individuals, preventing passage of prohibited items in alignment with security guidelines.
- Performed post-event tasks such as breaking down areas, removing trash and cleaning facilities.
- Welcomed guests to events, checked invitations and oversaw proper seating.
- Worked in pavilions, accomplishing all assigned tasks with efficiency and accuracy.

June 2021 - July 2021
King's College Hospital Dubai, Data Entry

- Placed incoming inventory in optimal storage locations to promote continued accuracy and easy retrieval.
- Operated RF scanners to track merchandise and verify contents of containers.
- Cleaned and maintained warehouse in compliance with DHA safety standards.

April 2021 - May 2021
Amazon Inc, Dubai, Data Entry

- Evaluated supplies and product inventory to check for quality and quantity issues and returned unacceptable materials to vendors.
- Operated software like GAM & GDE for documenting the delivery points of goods

September 2020 - March 2021
The Logix Engine, Dubai, Internship

March 2019 - April 2019
World games 2019-Dubai, Event Coordinator

Accomplisments

Published article "Analysis on Diabetic patients (2021)"
https://ieeexplore.ieee.org/abstract/document/9404741

Certifications

BLOCKCHAIN ESSENTIALS IBM (2018)
Bachelors of Science: Information technology

GOOGLE DIGITAL GARAGE (2018)
https://goo.gl/Tiymo6

ELEMENTS OF AI. UNIVERSITY OF HELSINKI (2019)
https://certificates.mooc.fi/validate/iro370h5djl