

Karam Darwish



DOB: 29/10/1994

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Career Summary:

An experienced Warehouse management and customs broker. I bring strong strengths in trading and sales, In addition to managing financial and logistic matters for small businesses. I have experience in managing warehouses FMCG, stores. Experience in managing the customer service center, Including managing the team, training them, and ensuring good service to customers, I have moderate experience in marketing, including analyzing competitors and developing a marketing plan.

Differentiating Strengths:

- Proven expertise in accounting and managing warehouses.
- Professional skills in promotion and sales.
- Ability to adapt to new operational systems and frameworks.
- Strong interpersonal, communication, organization and follow-through skills.
- Ability to develop and build relationships, utilize skills appropriately.
- Warehouse management using 5S and CRM methods.
- Inventory management, supply Chain Optimization.
- To Accomplish the Quality Management System as per ISO 9001:2008 standard.

Professional Experience:

Key Account Sales representative (Sandra ice cream Company) Erbil (AL-jassour Al-kubra Company)

(1-March-2023 – 30-june-2023)

Job responsibilities:

- Distributing the product to small, medium and large malls.
- Coordination of the distribution car trip line in the city.
- Studying and developing strategic and logistic plans for selling products and applying it.
- Coordination with the manager, the driver, and the accountant regarding of distribution, invoices, prices, and offers.
- Dealing with Suppliers and Management for prompt possession of stocks .Imports and exports Support (with accountability on in and out stocks, loading, unloading, products checks and support insurance claims, if damage.
- Create and maintain effective liaison with vendors and suppliers and negotiate contracts for the benefit interest of the company. Organize shipment and coordinate drivers and vehicles to ensure timely and accurate delivery of items.

Warehouse Manager at TIP TOP Company (Delivery Company) Erbil, (10-Apr-2022 – 30 Mar-2023)

Job responsibilities:

- Receiving all incoming goods to the warehouse.
- Checking the quality and date of the goods and matching the product specifications with the company's system.
- Tracking warehouse shortages on a daily basis to maintain the quantity from the minimum to maximum.
- Entering invoices and data in the company's system.
- Maintain a high level of cleanness and hygienic standards in all storage areas
- Maintain HSE practices in the working environment in order to minimize the opportunity of damage property and injury to self and colleagues. Pro-actively remind colleagues to behave in line with the HSE processes defined by the company.
- Arrange for picking and packing of stock based on the pick lists, coordinate between the warehouse assistants and drivers to ensure timely delivery of goods.
- Guide and motivate subordinates to enhance performance and produce quality work, to achieve individual/company objectives.

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Warehouse Manager at Molham & Ayham Alrai Trading Company (Automotive Parts Company), Latakia Industrial Zone – (17 February 2016 – 15 January 2021)

Job responsibilities:

- Re-ordering of all storeroom items on time
- Store inventory
- Maintain inventory, order materials, and manage and oversee warehouse personnel. Ascertain that all aspects of logistic teams such as shipping, warehousing, and procurement are working in sync with each other.
- Accountant (X-Infinity Accounting Program)
- Delivery of receipts and invoices
- Handles Customer returns and store it with transfers to ensure stocks are updated with SLA timeframe and is available for sale.
- Review Operational processes from a risk management perspective; Identify and qualify new areas of risks and escalate concerns to the HSE committee appointed by the company.
 - Count and tag every item and organize storage in safe and secured manner so as to avoid any possibility of damage or loss due to improper handling and storage. Also ensure that the material is easily identified and retrieved as and when required.

Customs Broker at the Customs Clearance office, Latakia Port - (February-2014 –January-2016)

- Shipment clearance (cargo import, export and transit)
- Monitoring containers activity and managing cargo-related matters
- Handling financial matters related to cargo across all points, from banks to the port
- Handling logistics relating to delivering transit goods to warehouses (within the same city)
- I inspect the goods and material on arrival compare the item with the order to find out any shortage or damage and report to authorities to take an immediate corrective action if any i.e. to lodge claim with, insurance or the supplier.
- Dealing with Suppliers and Management for prompt possession of stocks .Imports and exports Support (with accountability on in and out stocks, loading, unloading, products checks and support insurance claims, if damage)Periodic Physical Stock check and Inventory control

Educational Qualification:

- High School certificate
- The International Computer Driving License (ICDL)
- Restaurant Cost Accountant Certificate (Al Amin _ X-Infinity)
- Advanced Excel Certificate
- Odoo Erp system
- Zoho one system (Tip Top company)

Languages:

Native language: Arabic

Others: English