



**Prasad Nuwan**  
Procurement Executive at Vision Care  
Optical Services Pvt Ltd

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Al Karama- Dubai, United Arab Emirates

Highly motivated and results-oriented recent graduate with a BSc in Business Management (Logistics Management) seeking a challenging role in logistics or procurement. Possesses excellent organizational and interpersonal skills, with proven experience in logistics operations and a strong desire to learn and grow within a dynamic organization.

WORK EXPERIENCE

**Procurement Executive**  
Vision Care Optical Services Pvt Ltd

03/2023 - 04/2024 Colombo, Sri Lanka

Achievements/Tasks

- Secured cost-effective procurement of frames, sunglasses, accessories, and stationery through strategic sourcing and negotiation.
- Managed supplier relationships to ensure quality standards and seamless procurement processes.
- Monitored and maintained inventory levels across branch network, ensuring timely deliveries and adequate stock.
- Implemented quality control procedures and audits for stock maintenance.
- Provided logistical support for events and managed branch branding compliance.

Contact : Mr. Methsiri Thilakarathne - 0773608400

**Team Member**  
Stretchline Holdings Ltd.

10/2021 - 05/2022 Gampaha, Sri Lanka

Achievements/Tasks

- Managed finished goods inventory: Received products from packing, ensured proper storage location based on system protocols.
- Inventory control & audits: Conducted regular stock checks, maintained accurate inventory data, identified and resolved discrepancies.
- Warehouse Management System (WMS) proficiency: Utilized WMS for efficient product tracking, storage allocation, and order fulfillment.
- Sales department liaison: Communicated effectively with sales regarding product availability, shipment readiness, and customer order fulfillment.
- Reporting & data analysis: Generated reports on inventory levels, stock movement, and fulfillment metrics for management.

EDUCATION

**BSc in Business Management (Logistics) (Special)**  
NSBM Green university

01/2019 - 01/2023 Colombo, Sri Lanka

**DIPLOMA in Information Technology**  
ESOFT Metro Campus

10/2018 - 04/2019 Gampaha, Sri Lanka

**Cambridge English Entry Level Certificate**  
British Council

01/2016 - 10/2016 Colombo, Sri Lanka

SKILLS

- Stock Control
- Operating Systems
- Material Handling
- Microsoft Excel
- Team Work
- Negotiation
- Finished Goods

PERSONAL DETAILS

Nationality  
Sri Lankan

Marital Status  
Single

Date of Birth  
30th of October 1999

Gender  
Male

LANGUAGES

Sinhala  
Native or Bilingual Proficiency

English  
Professional Working Proficiency

SOFT SKILLS

- Leadership Skills
- Teamwork
- Time Management
- Attention to Details
- Creativity