



K Bader Huda

Warehouse Manager | Inventory Controller | Logistics Supervisor

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01/06/1983 

Dedicated Warehouse Manager with 20+ years of experience optimizing warehouse operations, streamlining processes, and leading high-performing teams to achieve efficiency and productivity goals. Seeking an opportunity to contribute my expertise in warehouse management and logistics to drive operational excellence in a dynamic organization.

Professional Experience

2007-2023

Warehouse Manager - E& (Previously Etisalat), Abu Dhabi, U.A.E

- Ensured sop adherence for operational accuracy & guided and assisted warehouse staff for efficient operations.
- Managed inventory control and reported material shortages along with verifying purchase orders for type, brand & quality.
- Implemented a "first in, first out" (FIFO) policy for perishable goods, reducing product spoilage and ensure that the policies were adhered to as well as maintaining quality and quantity for materials in storage.
- Conducted item checks before issuance to contractors and managed stock orders & procurement.
- Processed SIV, MRN, IOT & SIT documentation to ensure all proceedings were recorded.
- Provided weekly/monthly reports to higher management & collaborated to improve proceedings.
- Overlooked faulty material repairs and streamlined documentation procedures.
- Oversaw a team of 50+ warehouse staff, providing direction, training, and performance evaluations to ensure high productivity levels.
- Utilized warehouse management software (WMS) to track stock movements, improve order accuracy, and streamline warehouse processes.
- Collaborated closely with procurement and logistics teams to optimize supply chain operations, reduce lead times, and meet customer demands efficiently.

2005-2007

Inventory Lead - Leopard Courier Services, Karachi, Pakistan

- Managed all aspects of inventory control for a busy courier distribution centre, overseeing the receiving, sorting, and storage of parcels and materials.
- Implemented rigorous quality control procedures, ensuring the accuracy and integrity of parcels and materials, and promptly addressing discrepancies and packaging issues.
- Tracked the movement of parcels and materials using advanced inventory management software, effectively coordinating with couriers and drivers for on-time departures.
- Supervised and trained a team of inventory staff, consistently achieving high performance standards, setting daily tasks, and prioritizing workloads for efficient operations.
- Developed and maintained strong vendor relationships, managing incoming shipments, verifying order accuracy, and negotiating terms with suppliers as needed.

- Conducted regular audits and analysis of inventory levels, recommending adjustments to optimize stock levels while minimizing carrying costs.
- Enforced safety protocols and maintained a safe work environment, conducting safety training for inventory staff and preparing documentation for safety audits and compliance reviews.

Competencies

Oracle • I-Procurement • Microsoft Business Suite • Inventory Management • Stock Audits • Incident Handling • Quality Assurance • Warehouse Operations Management • Inventory Control and Optimization • Team Leadership and Development • Supply Chain and Logistics • Safety Compliance • Vendor Management • Inventory Management Software (WMS) • Process Improvement • Budget Management • Data Analysis and Reporting

Education & Trainings

- Warehouse Management 360: Skills for Success, E&
- Warehouse Management Bootcamp, E&
- Effective Inventory Control Techniques, LCS
- Matriculation, BSEK

Languages

- Arabic - Fluent
- English - Fluent
- Urdu - Native
- Hindi – Intermediate