



KHURRAM JAVED

Sr. Officer Inventory & Warehouse

Profile

With 14 years of experience in inventory and warehouse management, I excel in inventory control, logistics, and order fulfillment. My expertise includes data accuracy, cycle counting, and optimizing warehouse operations for efficiency.

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 Gate Tower Reem Island
Abu Dhabi

Education

Bachelor of Arts
University of Sargodha
2016 - 2018

Expertise

Inventory Management
Warehouse Operations
Discrepancy Investigation
Material Inspection
Records Management
Logistic Coordination
SAP, Sage50, MS Office
Safety Compliance
Data Analysis
Problem Solving Aptitude
Team Leadership
UAE Driving License

Language

English
Urdu

Work Experience

2022
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2024

Dolphin Oilfield Equipment Services Co. LLC **Sr. Officer Inventory & Warehouse**

- Oversee and manage daily warehouse operations, including receiving, storing, and shipping goods.
- Implement and maintain effective inventory control procedures to ensure accuracy and minimize discrepancies.
- Conduct regular inventory audits and cycle counts to verify stock levels and identify any discrepancies.
- Coordinate with suppliers and vendors to manage stock levels and order replenishments as needed.
- Utilize inventory management software SAP to track inventory levels, process orders, and generate reports.
- Monitor and manage the quality of stored goods, addressing any issues related to stock.
- Train and supervise warehouse staff, fostering a productive and collaborative team environment.
- Analyze inventory data and forecasts to anticipate demand and support supply chain planning.
- Optimize warehouse layout and storage solutions to maximize space utilization and improve workflow.

2010
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2022

Nestle Pakistan **Territory Inventory & Supply Chain Executive**

- Manage territory inventory and optimize stock levels.
- Coordinate supply chain activities for efficiency.
- Analyze data to forecast demand and mitigate shortages.
- Oversee logistics and distribution processes.
- Monitor and analyze inventory data.
- Manage stock replenishment and order fulfillment.
- Develop and maintain supply chain strategies.
- Resolve supply chain and inventory issues.
- Ensure compliance with safety and quality standards.



References

Available upon request.