

# WAQAS AHMED

Logistics Coordinator/Merchandiser/Sales Coordinator

Head Cashier / Warehouse Executive

(UAE LV Driving License Holder)

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## CAREER OBJECTIVE

To get associated with a progressively growing organization where my studies and experiences can be preserved further and practical working on job career initiate and built for long term career opportunity. Continues learning, rewards for shouldering more responsibilities and be part of a team in accomplishing corporate goals. Eager to excite to learn the current functions and help to build new systems as the company grows.

## ACHIEVEMENTS

Successful in achieving and surpassing the expected level of management objective in terms of logistics day to day operations, coordinating with team leader for managing shipments successfully.

## EDUCATION

I.com. Commerce

Intermediate Board of Karachi- 2008

Attested from Board & UAE Embassy.

## IT SKILLS

Proficient with CLICK Reply WMS (Warehouse Management System) MS Office Suite (Word, Excel, Outlook, Power Point), Corel Draw & FoxPro), e-mail applications, web research with good background in MS Windows operating systems, PC Trouble Shooting.

## TRAININGS

Fire Fighting Training

First Aid Training

PPT Training

5S Training

## PERSONAL DETAILS

Father's Name : Riaz Ahmed

Nationality : Pakistani

Date of Birth : 17th, July 1985

Marital Status : Married

Driving License : Valid UAE / PAK License

## HOBBIES

Swimming

Reading

Teaching

Traveling

## WORK EXPERIENCE (PAKISTAN)

Retailo Technologies as a Head Cashier  
Sept-2020 to Nov-2023



- Efficiently managed daily office operations, including organizing files, handling correspondence, and maintaining office supplies.
- Maintained a high level of attention to detail in handling cash, processing transactions, and providing accurate change.
- Maintained accurate records and performed data entry tasks, contributing to the smooth flow of information within the organization.
- Successfully handled multiple tasks simultaneously, prioritizing workload to meet deadlines and maintain office efficiency.
- Managed cash transactions with accuracy, balancing cash drawers at the beginning and end of each shift.

## WORK EXPERIENCE (PAKISTAN)

Werrick Health Care (Pharma) as Area Sales Manager  
Mar-2019 to Jan-2020



Managing, training and motivating existing sales team to drive revenue growth. Develop and manage efficient distribution networks for sales. ... Monitoring sales team performance, analyzing sales data, periodical forecasting and reporting to zonal heads.

Good communication skills

Ability to manage teams

Strong interpersonal skills

## WORK EXPERIENCE (U.A.E)

CEVA Logistics as Account Handler  
Dec-2012 to Jan-2019



- Data entry using Oracle based ERP
- Update all KPIs INBOUND / OUTBOUND / Transportation
- Maintaining Stock movement / stock count / stock reconciliations.
- Oversee all INBOUND & OUTBOUND Operation
- Scheduling and Coordinating supplies to and from customer sites
- Resolving problems concerning transportation
- Monitoring the quality, quantity, cost and efficiency of the movement and storage of goods
- Coordinating and controlling the order cycle of ingoing and outgoing shipments
- Managing of logistic personal
- Coordinating drivers, vehicles, loads and journeys
- Liaising with customers and suppliers