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SKILLS

Logistics/distribution

Food Handling Techniques

Inventory Management

Storage Procedures

Team Leadership

CERTIFICATION

Professional
Instructional Techniques

Halal Certification MHCT

SGS Food Safety Course

Boeker Food Safety Course

Basic Fire Warden

Manual & Chemical
Handling

YASIR ARFAT

Logistic Professional

A multi-skilled, key team player possessing a wealth of multi-disciplinary experience, including operational, administration, logistics, stores, customer service, and supervisory abilities. Well accustomed to working under pressure on tight budgets and schedules. Strong leadership and team building skills. I am now looking for a position within a similar role or an exciting opportunity that offers career progression.

WORK EXPERIENCE

Operation Supervisor

Quality Food Rethink Grocer B2C

08/2023 - Present Dubai, U A E

Tasks

- Responsible for the online store logistical performance and operations,
- Manage the Riders and warehouse team to ensure an efficient dispatch process.
- Coordinating the shipping & receiving of Ecommerce orders and assisting customers.
- Ensure the smooth operation of the store, from visual merchandising to customer satisfaction. Ensure accurate stock control across EPOS and Shopify platforms,
- Lead the processing, fulfillment and delivery of online orders.
- Ensure the delivery of excellent customer service and shop floor standards.

Sr. Officer Warehouse Operation

Imtiaz Super Market

05/2022 - 05/2023, Faisalabad, Pakistan

Tasks

- Lead the daily operation of FMCG more than 6000 SKUs of Food & Non Food.
- Inspect & Report for damage or discrepancies, while receiving & retrieving stock.
- Ensure adequate record keeping & manage all documentation to confirm proper stock levels.
- Ensure material dispatches are regularly communicated or updated to the Shop floor.
- Supervise stock receiving and dispatch operations.
- Overseeing a clean & safe working environment and optimize space utilization.
- Supervise proper cycle count and inventory management.
- Follow quality service standards & comply with procedures and rules.

Inbound Executive

24Seven Convenience Store B2B

08/2019 - 05/2022, Faisalabad, Pakistan

Tasks

- Notify appropriate departments when supplier non-conformance or shortage/overages are found.
- Ensure all customer returns are received, checked & put away on timely basis.
- Ensure all transfers are processed immediately upon arrival into warehouse.
- Ensuring that orders are dispatched on time.
- Managing warehouse operation, including receiving, shipping and inventory.
- Ensure processes are followed and stock accuracy levels are maintained.
- Reconcile inventories to book records.
- Ensure compliance to all Health and Safety guidelines for self and staff.

Material Store Team Leader

QACC Qatar Airways

02/2013 - 04/2018, Doha, Qatar

Tasks

- Overseen material stores & receiving operation with space of 5850 pallets positions (-18 to +20 degrees temp) controlled storage of ambient/chilled/frozen foodstuff with VNA racking system.
- Maintained update & accurate record of inventory, weekly, monthly cycle count.
- Responsible for the process-oriented operations with complete ERP systems in place (JD Edward & WMS).
- Adhered strictly implementation of FEFO and FIFO to ensure the freshness.
- Ensured that all HACCP related standards are met & all CCP are met & fulfilled.
- Receiving the Cargo & local merchandise, verify receiving PO/DN
- Receiving the food & nonfood items for Amiri Flights & coordinating with team.
- Monitoring the receiving, issuance, storage & disposal of the stock.

HIGHLIGHTS

Handled National Foods warehousing & distribution to 50 destinations in Punjab

Provided the transportation solution to Pepsi with 50"ft Cont.

Provided the transportation solution to Metro Cash & Carry.

Planning and deployment of heavy equipment to Warid telecom sites with crane, forklift & manpower

Handled Ufone Telecom equipment for Siemens, Huawei & Nortel.

LOGISTICS BACKGROUND

I have more than 16 years diversified work experience in logistics field with Qatar Airways, DHL Global Forwarding, Agility Logistics, 24Seven B2B & Imtiaz Retail Chain Stores with fast pace of FMCG operation

Personal Summary

- **D.O.B:** 2nd-Jan-1979
- **Sex:** Male
- **Marital Status:** Married
- **Passport:** CL1989424
- **Nationality:** Pakistani
- **Visa Status:** Work Visa
- **English Test:** IELTS GT

Operation Executive

DHL Global Forwarding

04/2012 - 02/2013.

Faisalabad, Pakistan

Tasks

- Worked on PEPSI Cola project at Punjab Beverages Faisalabad.
- Ensuring execution of all assignments within given time
- Monitoring the Telematics software to track the containers status.
- Coordinate all dispatching actions and transportation routing of vehicles.
- Preparing month end reports to charge the customer.
- Liaison with shipping staff of the factory & the 5 remote warehouses.
- Approving work orders and preparing maintenance advice & monitoring fuel average.

Team Leader Warehouse

Agility Logistics

11/2006 - 04/2012.

Faisalabad, Pakistan

Tasks

- Handled multiple SKUs for FMCG food & nonfood items and telecom equipment.
- Dealing with all customer requests, requirements, complaints and fulfilled.
- Ensuring warehouse efficiency by operational planning, consolidating & replenishing.
- Monitor and follow up on timely update of data on WMS (Exceed) for streamline.
- Adhering that KPIs, SOPs and daily formats in place are met & fulfilled.
- Overseeing inventory by receiving, storing, delivering and cycle count.
- Maintained high standards of health, safety and hygiene in the work environment.

Accounts Officer

Zahidjee Textile Mills

01/2004 - 11/2006,

SOFTWARES SKILLS

Odoo (08/2019 - 05/2022)

JD Edward 9.0 (02/2013 - 04/2018)

Exceed WMS 2.0 (11/2006 - 04/2012)

WMS Oracle (11/2013 - 04/2018)

CFAS Accounting (01/2004 - 11/2006)

EDUCATION

Bachelor in Commerce

University of Agriculture

1999 - 2001,

Faisalabad, Pakistan

Certified Professional in Logistics & Supply Chain

Pakistan Institute of Modern Studies

2012 - 2013

Islamabad, Pakistan

D I T Computer Application

Softnet College

1999 - 2000,

Faisalabad, Pakistan

MCSE 2000 Windows Networking

Nicon Computer College Pakistan

2000 - 2002,

Faisalabad, Pakistan