



CONTACT



+971545562786



zeeshan.gulf86@gmail.com



Hor Al Anz, Deira Dubai, U.A.E.

EDUCATION

Master of Business Administration (MBA)
Virtual University of Pakistan (2011)

Bachelor of Commerce (B. Com)
University of Punjab (2008)

Diploma in Commerce (D. Com)
TEVTA Lahore Pakistan (2005)

CERTIFICATION

Diploma in MS Office
Punjab University (2008)

QUICKBOOKS Training Certificate
Virtual University Pakistan (2022)

Diploma in OSHA 30 Hour (2008)
Emirates Institute of Occupational Safety

Diploma in Air Passenger ticket & Tariff
Institute of Tourism & Hotel Management

SOFTWARES

- MS Office
- QuickBooks
- ERP Systems
- Inventory Management System

Zeeshan Nazeer

Inventory Controller / Supervisor

Professional Summary

Highly organized and detail-oriented Inventory Controller/Supervisor with 12 years of experience in managing inventory operations, supervising staff and implementing process improvement to optimize inventory control and reduce costs. Proficient in using ERP systems, inventory management software, and advanced Excel skills. Demonstrated success in maintaining accurate inventory levels, ensuring compliance, and leading teams to meet organizational goals.



PROFESSIONAL EXPERIENCE

Inventory Supervisor / Controller

2014 - 2024

Airwaves Media (Pvt.) Ltd

- Oversee daily inventory operations, ensuring accuracy, efficiency, and compliance with company policies and procedures.
- Supervise and train inventory associates, fostering a culture of safety, accountability, and continuous improvement.
- Develop and implement inventory control procedures, reducing discrepancies by 100% and improving cycle count accuracy.
- Utilize ERP systems to monitor inventory levels, generate reports and manage stock replenishment.
- Collaborate with procurement and supply chain teams to ensure optimal inventory levels and timely replenishment of stock.
- Conduct regular audits and cycle counts to ensure inventory accuracy and address any discrepancies promptly.
- Implement process improvements that led to a 40% reduction in inventory carrying costs.
- Prepare and present inventory reports to senior management, providing insights and recommendations for optimizing inventory levels.

Key Achievements

- Reduced inventory discrepancies by 100% through the implementation of enhanced tracking and reporting procedures.
- Successfully led a warehouse reorganization project that improved space utilization and increased productivity.

Technical Skills

- **ERP System:** SAP, Microsoft Dynamics
- **Inventory Management Systems (WMS)**
- **Inventory Management Software:** QuickBooks
- **Other Tools:** Barcode Scanning Systems