

Objective

To seek a challenging and responsible role, in a reputable organization, where I can possibly contribute for the growth of the organization and myself in the provided domain.

Father's Name	Waqif Shah
Date of Birth	15-Jan-1985
Nationality	Pakistani
Religion	Islam
CNIC No	17201-7534167-5
Passport No	GP5141674
Marital Status	Married
Iqama Status	Transferable

Contact Information

Mob #	00966 536448251
E-mail	Hidayatshah.uk@gmail.com



Academic Qualification

B.A (Arts)

Passing Year	In Progress...
Institute	Abdul Wall Khan University Mardan Pakistan

F.A (Arts)

Passing Year	2005
Institute	G.D.C Pabbi, Bise Mardan Pakistan



S.Sc

Passing Year	2003
Institute	GHS Dagbehsud, Bise Mardan Pakistan

Additional Skills.

Skills	Institute
MCSE	INARA, Arbab Road Peshawar
MCSE	Institute of Information Technology.
MCP	Online
MS Office	INARA Institute Peshawar.

Knowledge & Practical Experience

Microsoft Word
Microsoft Excel
Microsoft Outlook
Oracle (GUI)
Telnet Clint
Manual Data Management using Excel, Notepad etc.
Creating Barcode using Excel for scanning system. (Tech-IT)
Stock Management Systematically

Professional Experience

Organization/CO	Fawaz A. Alhokair & Co. Riyadh KSA (NESK)
Working as	Logistic & Stock Control Assistant
Duration	7 Years - 2013 to 2020
Working as	Logistic LandMrk company
Duration	6 Month

Organization	City Institute of Information Technology Peshawar
Working as	System Engineer
Duration	1 Year - 2010 to 2011



Responsibilities (Fawaz A. Alhokair)

1. All Inventory control processes.
2. System adjustment after Inventory complete.
3. Monthly Cycle Count.
4. Managing reserve location stock.
5. GRN (Goods Receiving Notes) by telnet system
6. GDN (Goods Delivery Notes) by telnet system.
7. Managing stock in oracle system Database by open source application (SQL script) And also GUI system.

Communication With

1. Merchandisers

Will communicated with merchandisers by new shipments arrival to DC and any shortage information from Floor team by our Appointment

2. Floor Supervisors (Team for Physically work)

Checking the complete new stock by arrival to DC. Stock has completed Received by Appointment which is created by SC (Stock Control) team in Oracle system. If there any shortage we closing the Appointment with shortage and providing the short boxes with unit's details to merchandiser to communicate with Brand partner and provide us a new PO (Purchase Order) and waiting for short boxes to receiving in DC.

Languages

- ⇒ English
- ⇒ Urdu.
- ⇒ Arabic
- ⇒ Pashto

