

Nawaf Mari Alshehri

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Professional Summary

Dedicated and detail-oriented logistics and supply chain professional with experience in warehouse operations, team leadership, and performance monitoring. Skilled in optimizing delivery routes, improving operational efficiency, and ensuring accurate documentation and reporting. Fluent in Arabic and English with strong problem-solving and decision-making abilities.

Professional Experience

AJEX Warehouse, Riyadh

Team Leader | Oct 2024 – Present

- Scheduled deliveries and assigned optimized routes to drivers based on distance, traffic, and road conditions.
- Managed real-time route adjustments to address traffic jams, vehicle issues, and urgent orders.
- Tracked KPIs such as on-time delivery rates, fuel consumption, and customer satisfaction to drive improvements.

Sorting Operator | Feb 2022 – Oct 2024

- Verified and documented incoming shipments to ensure accuracy in records and smooth warehouse handovers.
- Prepared and distributed daily inbound and outbound reports for management.
- Monitored shipments to ensure timely delivery and escalated issues for corrective action.
- Collaborated with procurement, sales, and customer service teams to maintain accurate inventory and seamless fulfillment.
- Coordinated resolution of shipment issues including damaged parcels, incorrect addresses, and unidentified recipients.

Education

Bachelor's Degree in English Language (First Class Honors)

Imam Mohammad Ibn Saud Islamic University | May 2017 – May 2020

Associate Degree in Supply Chain Management & Logistics

Saudi Logistics Academy | Feb 2022 – Feb 2023

Certificate: Chartered Institute of Logistics and Transport (CILT)

Skills

- Microsoft Office Suite
- Performance Monitoring
- Inventory Management
- Time Management
- Decision Making

Languages

- Arabic – Native
- English – Fluent