



RABNAWAZ MUHAMMAD

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Riyadh, Saudi Arabia, 12211

Email: nawazswati098@gmail.com

Nationality: Pakistani

Date of Birth: 20/01/1990

Professional Summary

Organized with excellent attention to detail to well-maintained standards. Strong commercial and brand awareness to support and guide the team. Leadership, organizational skills and communication skills lead to high-performing cross-functional teams. Leads projects, company operations and business development. Challenges new roles for interpersonal skills, collaboration and problem solving. Driven to deliver high quality service and consistent results.

Skills & Abilities

- Team building
- Time management
- Leadership
- Public relations
- Problem-solving
- New ideas and Skills

Experience

05/2024 – Till to Date

STOCK CONTROLLER, BALANCIAGA KERING GROUP - Riyadh, KSA

- Maintain organized stockroom; ensure efficient stock in/out processes
- Conduct regular cycle counts and full inventories; reconcile discrepancies..
- Oversee deliveries, stock transfers, and RTVs
- Investigated missing items, discrepancies and losses.
- Tagging, labeling, and ensuring product care standards are met.
- Maintained neat and clean store areas in line with health and safety policies.
- Understanding of luxury product handling standards.
- Prior experience in luxury or high-volume retail stock management.
- Familiarity with stock software and inventory best practices.
- Supports the sales team by ensuring stock availability and smooth operations.

03/2022 TO 03/2024

STOCK SUPERVISOR, United Homeware Company Nice - Riyadh, KSA

- Followed procedures to maintain accurate stock counts and organized storage system.

- Supervised Stock operations, enforcing proper inventory management procedures.
- Reported on inventory shortages, audit findings and forecasting needs to inform upper management.
- Maintained neat and clean store areas in line with health and safety policies.
- Followed and enforced established inventory procedures, reducing errors and maintaining strict deadline management.
- Monitored and updated stock levels and inventory databases.

01/2021 – 02/2022

Visual Merchandiser Adidas and Rebook Apparel group KSA , Madinah.

- Developed floor plans and displays to maximize sales.
- Execute merchandising strategies using visual displays throughout the store.
- Implemented and maintained overall visual appearance for each location.
- Maximize store sales by implementing visual merchandising ideas per demographic.

05/2019 – 12/2020

STORE SUPERVISOR, Adidas & Rebook Apparel Group KSA - Madinah,

- Supported management in recruitment and staff development processes.
- Mentored staff on handling and resolving customer concerns.
- Led daily operations to maintain smooth store running.
- Motivated sales teams to achieve daily store targets.
- Monitored sales performance and motivated teams to increase service standards to raise profits.

01/2016- 03/2019

SALES ASSISTANT, STOCK ASSOCIATE, Sketchers Apparel Group KSA Madinah.

- Delivered high-quality results within budget and timeframe targets.
- Completed customer orders with speed and accuracy.
- Wrote reports outlining project progress and results. Successfully delivered on tasks within tight deadlines.
- Replenished stock and processed deliveries to maximize product availability.

02/2011-12/2015

Section supervisor BinDawood Supermarket - Madinah, KSA

- Used POS register system to total
- Completed opening and closing procedures
- Redeemed stamps and vouchers against transactions.
- Handled cash and card payments with precision, maintaining customer confidentiality and discretion throughout.
- Trained and mentored new cashiers and clerks in correct processes.

	12/2005-09/2008 STOCK ASSOCIATE, BATA Shoes Karachi Pakistan - Karachi, Pakistan ▪ Quickly learned and applied new skills to daily tasks, improving efficiency and productivity. • Offered friendly, efficient customer service and handled challenging situations with ease. ▪ Completed opening and closing procedures, from product replenishment to budget control. ▪ Supported team by demonstrating respect and willingness to help.								
Education	Muhammad Shafi Education Complex - Karachi, Pakistan Diploma Of Associate Engineer Electronics: 05/2006, 08/2008 ▪ Graduate with Degree Islamic Ideal high School - Karachi, Pakistan Science, 08/2004 SSC (Secondary School Certificate) board Karachi								
Languages	<table> <tr> <td>English</td><td>80%</td></tr> <tr> <td>Arabic</td><td>80%</td></tr> <tr> <td>Urdu</td><td>100%</td></tr> <tr> <td>Hindi</td><td>50%</td></tr> </table>	English	80%	Arabic	80%	Urdu	100%	Hindi	50%
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