

Syed Jawad Ali Shah

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Objective: To secure a challenging role in a results-driven organization that utilizes my skills, education, and experience to drive growth and advancement.

Professional Experience:

1. Operation Supervisor, Al Rowad Rental Company, Saudi Arabia (January 2023 - Present)

- - Supervise projects, ensuring timely completion and quality delivery
- - Coordinate with teams, clients, and stakeholders to achieve project objectives
- PODs collection and Invoicing
- Payment collection
- Monitoring diesel consumption and average calculation
- Daily follow up with the team to Allot diesel as per the daily trips.
- Manage Diesel for Almost 500+ fleets from WAIE (Aldrees) Portal.
- Daily Reports repairing for Diesel Consumption and Cost Controlling.
- Daily, Weekly and Monthly reporting for Diesel Average for all trucks.
- GPS installation in New Vehicles.
- WASL connection follow up with GPS team to get Operation (Meezan) Card.
- Temperature Sensor monitoring for more than 400 Reefers with Team of Supervisors.

2. Warehouse Controller: ABYAT (May 2022 - December 2022)

- Daily tools meeting with Team.
- Daily Shift brief to Team regarding the Safety required in Warehouse.
- Daily Inbound Receiving and QC for the material.
- Daily Putaways records and Updation in the System.
- Manage Space in warehouse to receive Coming Inbound Deliveries.
- Making Inventory.

Skills:

- - Proficient in Microsoft Office
- - Familiarity with internet applications

Professional Skills/Expertise:

- Managing relationships with suppliers, internal clients and community partners.
- Always being flexible, positive, and creative in a dynamic, fast paced and changing environment.
- Getting feedback and capturing data from customers.
- Ability to plan daily/periodic operations.
- Strong interpersonal and communication skills in English as well as in Arabic.
- Sound knowledge of administrative procedures
- Maintain a track record of all complaints/queries & prepare reports related to the same
- Dealing with customer enquiries and complaints and ensuring the service standard targets.
- Actively monitoring competitor activity

Education:

SSC: International Public School And Collage Havelian KPK

FS.c: International Public School and Collage Havelian K

Interest:

Reading Books, Playing Cricket, Chess and Exercise.

Personal Info:

Fathe Name: Syed Afsar Shah

Religion: Islam

Nationality: Pakistani

Marital Status: Married

Date of Birth: 28 March 1998

LANGUAGES:

English, Arabic, Pashto, Urdu, Punjabi.