

# RANA WAQAS

13 years experience in WMS MM SAP & Quickbook

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Abu Dhabi(UAE)



## SUMMARY

Highly motivated & performance driven Warehouse supervisor with a successful track record and over 13 years experience. Strong capacity to manage diverse warehouse & Logistics functions.

Proficient on Warehouse Management System Implementation & ERP's such as SAP WMS MM & Quickbook.

## EXPERIENCE

### Warehouse Associate

#### O.B Food Cafe Aylanto

2019 - 2021 Lahore, Pakistan

Cafe & Restaurants chain

- Receiving and forwarding all types of goods and deliveries in and out of the restaurant to the correct point of storage area. Monitoring and taking inventory on regular basis to compile orders based on par levels or needs.

Verifying all goods arrived as per the agreed purchase, delivery note and agreed quantity has been received.

Ensure all store requisitions are signed by concerned Department Heads (HOD's) and approved by FC/GM depending upon the restaurant's operations procedure.

Ensuring the quantity requested and the quantity issued always matches.

Ensuring store requisition form is signed by the person collecting the goods and enter into the Inventory/Materials Management System(SAP).

Conduct inventory audits to determine inventory levels and needs. Complete requisition forms for inventory and supplies.

### Assistant Warehouse Manager

#### ESPRESSO Coffee Houses

2008 - 2019 Lahore, Pakistan

Cafe & Restauratn chain

- Maintain accurate records of purchases and pricing. Create and maintain good relationships with vendors/suppliers. Review and analyze all vendors/suppliers, supply, and price options. Negotiate the best deal for pricing and supply contracts. Ensure that the products and supplies are high quality. Generate purchase orders in SAP software. Maintaining stock and inventory controls in SAP (software). Maintaining the stock for other outlets and deliveries.

### Store keeper

#### United warehouse(Project of Uni Lever Pakistan)

2003 - 2008 Location

Logistic & distribution company

- Receive shipments and sign paperwork upon receipt. Unload packages from incoming trucks. Inspect contents to ensure they are undamaged.

## EDUCATION

### Bachelor of Arts

#### AIOU

2010 - 2012

### Diploma in MS Office Pro

#### AIPS

05/2003 - 10/2003

### Diploma in

#### Acc&Finnace(Peachtree software)

#### KIPT

01/2006 - 05/2006

## SKILLS

Warehousing Forklifting Trucking

Packing Shipping&receiving

Inventory control Cycle counting

Vendor Management

Inventory Management Compliance

SAP Quickbook MS office

## LANGUAGES

### English

Proficient



### Urdu

Native



## FIND ME ONLINE

### in LinkedIn

https://www.linkedin.com/in/waqas-mazhar-6b208434/