

# HARIS TARIQ KHAN

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## **Career Objective**

Seeking a good position with a progressive organization that would give me the challenging opportunities to utilize my qualification to groom, Enhance & develop my skills along with expanding the knowledge, Capabilities and to grow personal and professional career.

## **Career Summary:**

**Warehouse Executive** (Currently Working)  
(Lucky Textile Mills)



## **Responsibilities**

- Supervising warehouse staff and daily activities.
- Managing, evaluating and reporting on warehouse productivity.
- Tracking and coordinating the receipt, storage, and timely delivery of goods and materials.
- Ordering supplies and maintaining suitable inventory levels.
- Checking orders, bills, items received, inventory, and deliveries for accuracy.
- Maintaining records, reporting relevant information, and preparing any necessary documentation.
- Ensuring basic maintenance standards and compliance with health and safety regulations.
- Performing a daily inspection of the warehouse grounds.
- Coordinating and maintaining fleets and equipment.
- Communicating and coordinating with other departments and customers.

## **Supply Chain Executive**

(Diner's Albaraka Apparel | Fashion Clothing Brand)



## **Responsibilities**

- Follow up of Inventory Production for timely delivery of stock and sort out all the issues arises in production which results in delaying of production.
- Monitoring Production operation for achieving daily targets of Production.
- Distribution Planning of New Stock Induction.

- Detailed Weekly Refilling and Merging of Stock Analysis for Inventory Balancing at Stores and ensure its execution.
- Keep moving Stock from lower Performing Stores to higher Performing Stores for Higher Sells and effective liquidation of Inventory.
- Follow up with WH for on time distribution of Stock and check distribution against Distribution Plan.
- Look after WH operations for proactive measures.
- Sales and Marketing Analysis of ECOM on the basis of Stock Availability and Customers Demand.
- Sales and Stock Analysis along with RSM and ZSM to highlight areas of improvements and taking their Inventory demands and understand Market Trends and Gaps in Market.
- SWOT and CPM analysis to take on time action against new demands and gaps in market.
- Working on AX Dynamics and Power BI.

**International Sales Coordinator (3 Months)**  
(SBT Japan | Car Exporting Company)



**Responsibilities**

- Setting up Retail Prices as per Markup/Markdown Policy.
- Dealing with Cost Estimation of Car.
- Control Delivery process from procedure to dispatch to the customer.

**Sales and Operations Internee**  
(Graana.com | Online Real-Estate Market Place)



**Responsibilities**

- Follow the Secondary Sales and Business Revenue.
- Achieve Monthly Sales Targets within the set KPIs.
- Update inventories on weekly basis.

**Academics:**

- **Bachelors of Business Administration** from **Bahria University**, Karachi
- **Intermediate (Pre-Engineering)** from **Ghazi Foundation College**, Karachi
- **Matriculation** from **Beaconhouse School System**, Karachi

**Certificates:**

- **Supply Chain Management** from **Coursera**.
- **Supply Chain Sourcing** from **Coursera**.

**Computer Skills and Competencies:**

- Good command over Microsoft Office
- Good Grip on Internet Applications
- Good command on AX Dynamics & Power BI.

**Personal Skills**

- Possess good Communication skills, Teamwork and Leadership.