

ASAD RAZA



40-B Sarwar Shaheed Road Civil Lines
Sheikhupura – Punjab, Pakistan.
Contact No: 0306-4100378
E-Mail: asadse@gmail.com

PERSONAL PROFILE

Father's Name : Muhammad Afzal
CNIC No. : 35404-1512377-3
Date of Birth : 26 May, 1982
Nationality : Pakistani
Religion : Islam
Marital Status : Married

LANGUAGES

- English
- Urdu
- Part Arabic

COMPUTER SKILLS

- Computer Software and Hardware
- Sage 300
- Opera
- Quick Books
- MS.Office

Objectives

To become the vital part of the organization through my hard work and dedication on my assigned field. I like to uplift the overall performance of the department through my experience.

EDUCATION

- **Associate Degree in Business Administration** in 2008 from City University of New York (NY, USA)
- **High School GED Diploma** in 2004 from Kingsborough Community College (Brooklyn, NY)
- **Intermediate in Computer Science** in 2002 from American National School (Lahore – Pak)

EXPERIENCE

ALMANA GENERAL HOSPITAL, SAUDI ARABIA

- Worked as a **Store Supervisor** 2013 – 2020

Responsibilities:

- Receiving the items according to purchase order
- Examine and storing the items in appropriate manner
- Processing the invoices for accounts

InterContinental, Al-Khobar

- Worked as a **Front office Shift** 2011 - 2013

Responsibilities:

- All day-to-day activities
- Managing future check-in for guests

ONE STOP CAMERA, USA

- Worked as a **Warehouse & Logistic Support Coordinator** 2006 – 2008

Responsibilities:

- Inventory on monthly basis.
- Responsible for all warehouse items
- Keep pulse on fast moving items

Cellhut.com, New York

Worked as a **eBay & Technical Support Coordinator**
2003 - 2005

Courses & Certificate

- IOSH - Working safely course
- NEBOSH in Progress
- Certified in Logistics and Supply Chain Professional
- Certified CPE Life Saver (First Aid)



Saudi Heart Association

SAUDI HEART ASSOCIATION

IN ACCORDANCE WITH THE INTERNATIONAL LIAISON COMMITTEE ON RESUSCITATION (ILCOR) GUIDELINES

Awards this

CERTIFICATE OF

CARDIOPULMONARY RESUSCITATION

National CPR Committee



To ASAD AFZAL

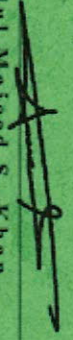
For successful completion of the cognitive and skills performance Examinations in accordance with the standards of the association as:

Heart Saver

Recognized by the Saudi Commission for Health Specialties for CME

Credit hours Under License # issued on

Date of issue: 16/06/2016 Date of expiry: 16/06/2018



Dr. Abdul Majeed S. Khan
MD, ABIM, SBIM
Chairman, National CPR Committee
Saudi Heart Association



STAMP



Dr. Hani K. Najm
MD, MSc, FRCS(C), FRCS(UK), FCCP
President
Saudi Heart Association



This is a certificate awarded to

Asad R. Mohammad Afzal

on successfully completing

Working Safely

a course approved and validated by the

Institution of Occupational Safety and Health

in association with

Energy Industries Training Centre

Signed on behalf of IOSH

A handwritten signature in black ink, appearing to be 'D. M. ...', written over a white background.

Chief Executive

A handwritten signature in black ink, appearing to be 'J. ...', written over a white background.

Course Organiser



CERTIFICATE



دبئی

Awarded to

ASAD RAZA MOHAMMAD AFZAL

In

CERTIFIED LOGISTICS & SUPPLY CHAIN PROFESSIONAL

From

17-Jan-16

To

19-Jan-16

Reg. No

252980

Issued on

25-Feb-16

Program Director



Director of Institute