**Basit Ali**

0311 7081820

basit.bugti33@gmail.com

SARIYAB MILL COLONY SARIYAB ROAD , Quetta

***PERSONAL INFORMATION:***

Father Name : Anwar Ali

Date of Birth : 19-05-1993

CNIC No : 54401-3778784-7

District : Dera Bugti

Qualification : B.Sc

Religion : Islam

Marital Status : Married

***Education:***

* **Qualification Division Year Board/University**
* Metric 1st 2012 Sadiq Public School Bahawalpur
* F.sc 2nd 2014 Sadiq Public School Bahawalpur
* B.Sc 1st 2017 UOB QUETTA

***Computer skills:***

* Oracle
* Ms office
* MS Dynamics 365
* Power BI

***Experience***

* **Key Account Executive at Diners (Sep-2023 to Update)**
* **Branch Manager at Rider-Powered by TPL ( Oct-2021 to July-2023 )**
* **Hub Manager at Forrun Pvt Ltd ( Aug-2020 to Oct-2021 )**
* **Supervisor at Daraz Hub Quetta ( May-2019 to July-2020 )**
* **Assist Manager at Leopard Courier Service Quetta ( May-2015 to2019 )**

***Langation***

English , Urdu , Balochi , Pashto , Sindhi

***SUMMERY***

. Ensure high levels customer satisfaction through excellent service.

. Complete Operations and ensure compliance with policies and procedures.

. Managing budgets and maintaining statistical and financial records.

. Overseeing stock control

. Qualified & motivated supply chain & logistics executive having command on Supply Chain , Procurement & logistics Zonal Management .

. Manage Warehouse , fleet management & timely delivery of shipments on FIFO.

. Convincing communication skills and decent oral & written English skills.

. Maintain Accurate record of Transfer-in and Transfer-out Inventory easy to track via Data.

> Account Officer

• Keep accurate records of all daily transactions , Bank deposits and Payments

• Process Invoices

• Prepare monthly , quarterly & Yearly Financial reports

• Reconcile Bank Statements

• Salary Disbursement

. Manage Sales Report , Forecast , Targets on Daily Weekly & Monthly Basis .

. Possess strong analytical thinking , decision making ability & outstanding organization aptitude to provide input to strategic supply chain issues while implementing forward thinking management strategies

. Goal-driven supply chain handler with prowess to handle end-to-end value stream management & all aspects of supply chain

. Highly skilled in Providing top notch customer service & supply chain, worked with passion & energy.Worked all my way up through different positions & gained a lot of Experience throughout years