

INSHAL

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A dedicated and detail-oriented professional with experience in logistics, quality control, and retail management, seeking a challenging position to leverage my skills and contribute to the growth of a dynamic organization.

WORK & RELEVANT EXPERIENCE

Karachi, Pakistan
2023 – 2024

Manager

Aish Apparel

- Led and managed the retail operations for ladies' garments, handbags, and accessories.
- Supervised and trained staff to ensure high standards of customer service and sales performance.
- Managed inventory, conducted stock checks, and coordinated with suppliers to maintain optimal stock levels.

Karachi, Pakistan
2022 – 2023

Quality Checker

MZ Leather

- Conducted comprehensive quality inspections on leather jackets to ensure adherence to company standards.
- Identified and reported product defects, ensuring only top-quality products reached customers.
- Collaborated with production teams to implement quality control measures and improvements.

Karachi, Pakistan
2021 – 2022

Logistics and Data Entry Specialist

The Books Basement

- Managed supply chain logistics, ensuring timely packaging and shipment of online book orders.
- Performed accurate data entry tasks related to inventory management and sales records.
- Coordinated with various departments to streamline operations and enhance efficiency.

CERTIFICATIONS

- Amazon Virtual Assistant
Completed in 2022

EDUCATION

Intermediate – 2023
Sindh Muslim Government Arts & Commerce College
Matriculation – 2020
Jennings's Private Secondary School

SKILLS

- Logistics Management
- Data Entry
- Quality Control
- Retail Management
- Customer Service
- Inventory Management

LANGUAGES

- ENGLISH
- URDU

PERSONAL INFORMATION

- Marital status: Single.
- Date of Birth: 1-April-2003
- Nationality: Pakistani.
- Religion: Islam.
- CNIC: 4230128266857