



AYSHA EBRAHIM

CURRICULUM VITAE

PERSONAL INFORMATION

Nationality: Bahraini

Location: Bahrain

DOB: 15-Jan-1996

CONTACT

+973 33930880

Aysha.sk15@gmail.com

SKILLS

Problem Solving

Data Analysis

Microsoft Office

Report Writing

Communication

Team Work

EDUCATION

Level 4 Diploma in Procurement & Supply

Chartered Institute of Procure & Supply

2022 -2024

Bachelor in International Logistics Management

Bahrain Polytechnic

2013 - 2018

Diploma in Logistics & Transport

Chartered Institute of Transport & Logistics

2017 - 2018

LANGUAGES

English

Arabic

PROFILE

I am an inventory planning specialist with extensive experience in logistics & supply chain management. I have consistently proven my ability to meet deadlines and achieve objectives, solve mission-critical problems and prioritize crucial tasks while maintaining the high standards expected of my role.

WORK EXPERIENCE

Inventory Planning Specialist

2019 - current

Ebrahim Khalil Kanoo

- Manage Toyota & Lexus vehicles service centres & spare parts branch's inventory
- Control daily parts activity ensuring they are carried out with the appropriate level of urgency
- Create inventory reports and apply fundamental inventory control techniques to analyse the data and optimize the overall supply chain activities.
- Develop and implement purchasing strategies and prepare and issue purchase orders.
- Monitor supplier performance by ensuring product quality, timely dispatch and other supports are met.
- Communicate with the suppliers, prepare clearance documents and liaise with logistics and warehouse teams to ensure the timely delivery of items

Data Entry Intern

Jul - Nov 2018

Thomson Reuters

- Create and supply content throughout the company's platform by collecting data and analytics.
- Organize files and Data, and ensure content is error-free.

Warehouse officer Intern

Mar - Jul 2018

BMMI

- Undertake a research-based project where the current warehouse management method is reviewed and deliver comprehensive improvement methods that maximize operations efficiency