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Profile Summary and Career Objective

Have pursued **Bachelors in Business Administration (BBA)** from **Institute of Business Management, Karachi (IoBM)**. Aspiring to join a progressive organization, that offers a challenging position where I can work to the fullest of my potential and **strive to achieve the highest managerial position** in the **field of supply chain and logistics** and contribute towards the objectives of the organization by adding values and knowledge together with developing skills for my professional growth and development.

Professional and Academic Education

<u>Qualification</u>	<u>Institution</u>	<u>Year</u>
FIATA Diploma in Freight Forwarding	PIFFA Training Institute > Completed PIFFA-FIATA Diploma along with two NVQF certificates awarded by Government of Pakistan in Logistics & Supply Chain. > Secured 85% aggregate having received distinctions in various modules conducted by PIFFA Training Institute.	2020
Bachelors In Business Administration	Institute of Business Management, Karachi (IoBM) > Secured 3.22 CGPA in the examinations conducted by the Institute of Business Management, Karachi.	2017
Higher Secondary School Certificate	Board of Intermediate Education, Karachi > Completed intermediate education from Aga Khan Higher Secondary School (AKHSS) which is one of the finest Higher Secondary schools of Karachi. > Secured 75% (A Grade) aggregate in the examinations conducted by the Board of Intermediate Education, Karachi.	2013
Secondary School Certificate	Board of Secondary Education, Karachi > Completed secondary school education from Al Madrasa tus Saifiyah tul Burhaniyah, Karachi (AMSB) . > Secured 78% (A Grade) aggregate in the examinations conducted by Board of Secondary Education, Karachi.	2011

Internships and Work for NGO's

- ❖ **The Citizen Foundation (TCF) [April 2011]** - Participated in a **one-week** educational program, "**Teach & Learn**" organized by my school. Concerned subjects included Mathematics & General Knowledge.
- ❖ **Dar ul Sukoon, Karachi [June - July 2014]** - Volunteered in AKHSS for a **one-week internship program** for underprivileged students. Assigned educational activities & projects with various students of Dar ul Sukoon.
- ❖ **International Industries Limited (IIL) [May - July 2017]** - Completed a **six-week internship program** in Production Planning department with the assignment on "**Demand Forecasting**" in order to determine IIL's futuristic production & demand volumes.

Professional Experience

Ryan Agencies (Pvt.) Limited



February 2018 to Present

Being associated with the **Ryan Agencies (Pvt.) Ltd**, I was given an opportunity to **practically apply my professional education** which helped me enhance the understanding of the logistical framework of supply chain management such as **custom clearance** and **freight forwarding**. I was also enabled to acquire understanding regarding local custom certifications such as **PSQCA, PPRO, PNRA** and **quarantine/sampling techniques** used in various terminal holds in shipment delivery. At present, my responsibilities as **Asst. Relationship Manager** includes the following:

- **Planning customs deliveries** in accordance with the first schedule of the **Pakistan Customs Act 1969, Pakistan Customs Tariff**.
- **Engagement with notable clients** in relation with various air and sea shipments. Notable clients include Lotte Kolson (Pvt.) Ltd, Shan Foods (Pvt.) Ltd, Siemens Gamesa Renewable Energy (Pvt.) Ltd & Idemitsu Lube Pakistan (Pvt.) Ltd.
- **Processing various delivery orders** with engagement through various shipping lines and freight forwarders.
- **Recommending** the matters, that should be reported to clients relating to terminal holds and further delivery procedures.
- **Providing transportation facilities** through Meri Gari (Pvt) Ltd transport services, encouraging clients for quick deliveries.

Extra Curricular Activities

- Participated in various debate competition in school and higher secondary school.
- Participated in "**Iqra University Model United Nations 2015**" representing as a delegate of **Jamaica** in **Sustainable Development Goals Summit 2015** held from August 27th-30th 2015.
- Participated in various competitions held in Karachi Club taking part in swimming, squash, tennis, cricket and table tennis.
- Participated in "**MSB Athletic Meet 2010**" - played in Handball completion and served as "**Captain**" representing AMSB.
- Presented with "**Best Sportsman Certificate**" in 2007.
- Served as "**Prefect**" in both school & high school.
- Participated in "**3rd Inter School Athletic Meet 2006**" and was awarded "**2nd Position**" in 2 athletic competitions.
- Participated in "**4th Inter School Athletic Meet 2008**" and was awarded "**3rd Position**" in 2 athletic competitions.
- Member of "**Finance Society**" at IoBM.
- Presented with "**Avid Reader Certificate**" in 2006.
- Awarded "**Certificate of Attendance**" on "**Career Guidance**" held by PTAN at AKU-IED in 2011.

Proficiency in Information Technology

- Possess complete editing, typing & formatting skills for **MS Word, MS Excel & MS PowerPoint** and familiar with all applications in **MS Office**.
- Currently learning **SPSS, SAP-ERP & Adobe Photoshop & Illustrator** to increase proficiency.
- Familiar with **WEBOC (One Customs) & Pakistan Single Window (PSW)** online system developed by **Federal Board of Revenue (FBR)**.

Personal Information

Date of Birth: 9th July 1994.

Nationality: Pakistani.

Language: English, Urdu and Gujrati.

Marital Status: Married

Availability

Available at present.

References

Will be made available on request.