

DANISH YOUNAS

New Youhanaabad St # 3 inside DHA phase # 9 Cantt Lahore.
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PERSONAL STATEMENT

Experienced Inventory, warehouse and Supply Chain professional with strong experience and proven record of accomplishments within Textile (Manufacturing, Retail), in Warehousing and Logistics Functions. A passionate team player and a result-oriented individual who believes in achieving strategic business goals.

CAREER OVERVIEW (Overall 9 + Years' Experience)

PROFESSIONAL EXPERIENCE



MASOOD RETAIL PVT LTD (Bevondeast & Footlib) Mahmood Group of Industries



FOOTLIB

As a Warehouse Executive Inventory warehouse and Logistics from 01 Sep-2021 to Till Date

- Manage all operational aspects of the Fabric control (Greige, Dying, Printing & CMT)
- Manage the whole inventory of Raw Material, WIP and Finish god and tally with Software
- Inventory issued through tracking report of Dying, Printing, Embroidery and CMT and tally on stock receiving with system and stand the difference in system and tally this difference after completion of each season
- Develop warehouse and Online operations systems by determining product handling and storage
- Ensure the warehouse operates at peak efficiency, with customer satisfaction being the primary goal, by supervising, organizing, directing, and training warehouse employees and establishing, monitoring, and managing operation goals
- Manage physical and system inventory with 03 Software (Oracle, Retail pro and Candela) as will in Excel
- Develop and drive production plan and establish procedures to maintaining high standards of production operations to ensure that products conform to established customer and company quality standards
- Performed and managed initial allocation plan execution to all shops until stock delivery.
- Compiled the overall inventory and share with management for review and decision.
- Oversee daily operations, while controlling and managing inventory and logistics
- Review and prepare workflow, manning and space requirements, equipment layout, and action plans while ensuring productivity, quality and customer service standards are met
- Manage inventory and establish controls to ensure the company is operating at the highest level of performance based on key performance metrics and minimized supply chain risk
- Plan, direct and implement logistics operations and administrative support to meet prescribed productivity and service goals

ALI MURTAZA ASSOCIATES (PVT) LTD (LAHORE)

As Payroll Executive

From Sep 2013 to Dec -2020 (07 Year)



- Supported finance department payroll administration while monitoring reportable hours [] full-time employees.
- Updated employee files with new details such as changes in address or salary levels.

- Calculated salaries, rate changes, retroactive adjustments, overtime, bonus, action, termination and garnishments using **[Excel]** and **[ERP]**.
- Managed team of employees, overseeing hiring, training and professional growth of employees.
- Maintained excellent attendance record, consistently arriving to work on time.
- Worked within applicable standards, policies and regulatory guidelines to promote safe working environment.
- Created spreadsheets using Microsoft Excel for daily, weekly and monthly reporting.
- Reviewed personnel records to determine names, rates of pay, occupations of new hires and changes in wage rates.
- Responded to employee questions and requests for information in timely and knowledgeable fashion.
- Maintained employee confidence and protected payroll operations by keeping information confidential
- Managed EOBI, PESSI, TEVTA of eligible employee.

SOFTWARE OPERATION.

- **MS Office:** Excel, Excess, Paint, PPT, Word,
- **Urdu:** Inpage
- ERP
- RetailPro
- Candela
- Oracle

PERSONAL INFORMATION:

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|------------------|---|------------------------|
| ○ Father's Name | : | Mr. Younas Masih |
| ○ Date of Birth | : | Feb 10, 1993 |
| ○ Marital Status | : | Married |
| ○ Language | : | English, Urdu, Punjabi |