

AASHER KHAN JADOON

LOGISTICS SUPERVISOR | PROCUREMENT EXPEDITOR | WAREHOUSE SUPERVISOR

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PROFESSIONAL SUMMARY

Certified Logistics and Supply Chain Professional with over 3 years of experience in logistics operations, procurement expediting, and warehouse management in Saudi Arabia and UAE. Expert in supervising transportation and warehouse operations, reducing operational costs, and ensuring timely material delivery. Adept at ERP systems, documentation, and team leadership. Committed to continuous improvement and operational efficiency.

KEY SKILLS

- Logistics Management
- Procurement & Expediting
- Inventory Management
- Transportation Planning
- Document Control
- Microsoft Office Suite
- Communication skill
- Supply Chain Coordination
- Warehouse Supervision
- ERP Systems (Oracle, SAP)
- Vendor Coordination
- Fleet Management
- Certified in Logistics & SCM
- Management skill

WORK HISTORY

Material Expeditor, 2024 - Current

Sinohydro

- Monitored purchase orders and followed up with vendors for timely deliveries.
- Resolved material discrepancies and coordinated with warehouse teams.
- Maintained delivery logs, tracked shortages, and reported critical issues.
- Verified material compliance with technical specs before dispatch.
- Supported procurement planning with lead time analysis.

Coordinated seamlessly between procurement, production, and logistics teams to minimize lead times and ensure on-time delivery of critical materials.

Monitored supplier performance and resolved delays proactively to maintain optimal workflow and prevent production stoppages.

Maintained real-time tracking and reporting systems to provide accurate status updates and support data-driven decision-making.

Logistics Supervisor, 2023 - Current

Khonaini Construction Company

- Supervised logistics operations across multiple project sites ensuring timely material deliveries.
- Planned transportation schedules and monitored fleet maintenance.
- Coordinated with suppliers and vendors to ensure on-time material flow.
- Implemented procedures for logistics compliance and safety.
- Reduced logistics costs by optimizing transport routes and load planning.
- Maintained accurate logs, shipping documents, and performance reports.

Coordinated inbound and outbound shipments to ensure on-time delivery.

Monitored transportation costs and identified savings opportunities.

Maintained accurate records of logistics activities and carrier performance.

Warehouse Supervisor Contracting, 2022 - 2023

AL-SAFA LLC

- Managed daily warehouse operations, including receiving, storing, and issuing materials.
- Conducted physical inventory audits and maintained ERP updates.
- Trained staff in safety and operational procedures.
- Generated periodic inventory and performance reports.
- Improved warehouse layout for efficient material handling.

Oversaw daily warehouse operations, ensuring accurate inventory control and timely order fulfillment.

Trained and supervised staff to maintain safety standards and maximize productivity.

Implemented space optimization strategies to improve storage efficiency and workflow.

EDUCATION

Bachelor of Business Administration

Intermediate: High School

Matric: Secondary School

Short Computer Course: MS Office & ERP basics

LANGUAGES

English – Fluent

Urdu – Fluent