



MUHAMMAD SAROSH MUGHAL

SKILLED PROFESSIONAL IN SUPPLY CHAIN

Date of Birth: 02/06/1998 | **Nationality:** Pakistani |

Phone number: 0563106740 | **WhatsApp:** +923496245009

Email address: saroshmughal690@gmail.com

Address: Riyadh Saudi Arabia

Iqama Number |2585304740

ABOUT ME

Results-oriented and innovative professional with a Bachelor's degree in Mass Communication and a proven track record in Supply Chain Management. I possess a strong analytical mind and a keen eye for detail, enabling me to identify and resolve logistical challenges effectively. I am a highly motivated and adaptable individual with a strong work ethic and a commitment to continuous learning and professional growth. My unique blend of communication and logistics expertise allows me to effectively convey complex information and collaborate seamlessly with cross-functional teams to achieve optimal supply chain performance.

ACADEMIC AND PROFESSIONAL QUALIFICATION

BACHELOR IN MASS COMMUNICATION (UNIVERSITY OF AZAD JAMMU AND KASHMIR) 2019-23

DEGREE TO BE CONFERRED WITHIN TWO MONTHS. ACADEMIC TRANSCRIPT ATTACHED FOR REVIEW.

3.37 / 4 CGPA

PURCHASING EXECUTIVE AND PURCHASING COORDINATOR

RIYADH CABLES GROUP COMPANY SAUDI ARABIA (MAY 2025 - PRESENT)

- Managing import purchasing activities, including international supplier communication, order placement, and logistics coordination.
- Acting as Purchasing Coordinator, overseeing vendor registration and approval processes.
- Collaborating with internal departments to meet material requirements efficiently and on time.

DIPLOMA IN SUPPLY CHAIN MANAGEMENT (1 August 2023 - 31 July 2024)
PAKISTAN INSTITUTE OF COMPUTER SCIENCES AND TECHNICAL SKILLS

Obtained Marks 83%

Grade A

MAJOR SUBJECTS UNDER SUPPLY CHAIN:

- Purchasing and Sourcing In a Supply Chain
- Analyze strategies for pricing and auctions during procurement
- Discuss for outsourcing and extracting value from procurement
- Supply Chain Network Design
- Managing Inventory in a Supply Chain
- Link between Supply chain strategy and structure

PURCHASE OFFICER (SITE PROJECT RAWALPINDI) 3B CONSTRUCTION (1 FEBRUARY 2024 - 30 JULY 2024)

ROLES:

- Managed procurement of site materials, ensuring timely delivery and cost-effectiveness.
- Assisted the Admin Officer in managing camp material inventory and procurement.
- Actively searched for new vendors to expand material supply options and potentially improve costs.
- Responsible for the purchase and management of office stationery.

ACHIEVEMENTS:

- Successfully procured critical site materials, ensuring uninterrupted project timelines and exceeding client expectations. Strategically expanded the vendor network by
- identifying and qualifying high- performing suppliers, enhancing material availability and potential for quality improvements. Collaborated effectively with the Admin Officer, implementing robust inventory management systems to ensure optimal stock
- levels and minimize potential disruptions. Demonstrated a commitment to cost optimization by identifying and implementing innovative procurement strategies,
- contributing to overall project profitability.

LEARNINGS:

- Importance of data analysis and performance monitoring in evaluating supplier performance and identifying areas for improvement.
- Impact of effective procurement strategies on overall project profitability and organizational success.
- The benefits of continuous learning and professional development in staying abreast of industry trends and best practices.
- The value of collaboration and teamwork in achieving successful project outcomes.

PERSONAL SKILLS :

- Strong Communication Skills
- Adaptability and Flexibility
- Time Management and Organization
- Teamwork and Collaboration
- Supplier Relationship Management
- Risk Management
- Inventory Management
- Supply Chain Planning
- Continuous Learning and Professional Development

COMPUTER SKILLS :

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
 - Strong Internet Research & Information Retrieval Skills
 - Data Entry & Management
 - Basic Troubleshooting
 - Cloud Computing Platforms (Google Drive, Dropbox, OneDrive)
-

LANGUAGES SKILLS:

MOTHER TONGUE(S): HINDKO

OTHER LANGUAGE(S): URDU AND ENGLISH

	UNDERSTANDING		SPEAKING		WRITING
	LISTENING	READING	SPOKEN PRODUCTION	SPOKEN INTERACTION	
URDU	C2	C2	C2	C2	C1
ENGLISH	C2	C1	C1	C1	C1

Levels: A1 and A2 : Basic user ; B1 and B2 : Independent user ; C1 and C2 : Proficient user



THE UNIVERSITY OF AZAD JAMMU & KASHMIR

MUZAFFARABAD

RESULT INTIMATION

Name: Muhammad Sarosh Mughal
Reg.No: 2019-UMDB-002527
Department: Department of Mass Communication
Degree: BS Mass Communication

Father's Name: Muhammad Shabbir
Roll No: 30
Faculty: Faculty of Humanities and Social Sciences
Session: BS Mass Communication (2019-2023)(Morning/Fall)

Semester	Code#	Course Title	Cr.H	Total Mark	Obtnd Mrks	Mrks %	L.G	GP/CGPA	Remarks
1st	BMC-3101	Introduction to Mass Communication	3	150	100	66.70	B	3.10	Promoted
	COM-3104	Computer Skills for Mass Communication	3	150	111	74.00	B+	3.60	
	ENG-3107	Functional English-I	3	150	104	69.30	B	3.20	
	ISD-3103	Islamic Studies	2	100	81	81.00	A	4.00	
	POL-3106	Political Science	3	150	92	61.30	C	2.70	
	PSY-3105	Psychology	3	150	90	60.00	C	2.60	
Total			17	850	578	68.0	B	3.15	
2nd	BMC-3201	Mass Media in Pakistan	3	150	97	64.70	C	2.90	Promoted
	BMC-3202	News Writing (English-urdu)	3	150	101	67.30	B	3.10	
	ENG-3203	Writing & presentation skills (English -II)	3	150	113	75.30	B+	3.60	
	PSD-3204	Pakistan studies	2	100	74	74.00	B+	3.60	
	SOC-3205	Social Psychology	3	150	117	78.00	B+	3.80	
	SOC-3206	Sociology	3	150	110	73.30	B+	3.50	
Total			17	850	612	72.0	B	3.41	
3rd	BMC-4301	Broadcast journalism (TV & Radio)	3	150	93	62.00	C	2.80	Promoted
	BMC-4302	Editing news copy editing (English/urdu)	3	150	101	67.30	B	3.10	
	BMC-4303	Current Affairs	3	150	86	57.30	C	2.40	
	ECO-4305	Economics	3	150	85	56.70	C	2.40	
	ENG-4304	Communication skills (English-III)	3	150	116	77.30	B-	3.80	
	LAW-4306	Introduction to law	3	150	101	67.30	B	3.10	
Total			18	900	582	64.7	C	2.93	
4th	ARC-4401	Arabic	3	150	126	84.00	A	4.00	Promoted
	BMC-4401	Reporting & Editing workshop (English/urdu)	3	150	114	76.00	B-	3.70	
	BMC-4402	Media Ethics and law	3	150	100	66.70	B	3.10	
	RCO-4403	Introduction to Film & theater studies	3	150	124	82.70	A	4.00	
	ESU-4405	Everyday science	3	150	115	76.70	B+	3.70	
Total			15	750	579	77.2	B+	3.70	
5th	BMC-5505	media and human rights	3	150	128	85.30	A	4.00	Promoted
	BMC-5501	Introduction to advertising and PR	3	150	122	81.30	A	4.00	
	BMC-5502	Online journalism	3	150	123	82.00	A	4.00	
	BMC-5503	Communication theories -I	3	150	125	83.30	A	4.00	
	BMC-5504	Contemporary world media	3	150	118	78.70	B-	3.90	
Total			15	750	616	82.1	A	3.98	
6th	BMC-5601	Feature column & Editorial Writing	3	150	101	67.30	B	3.10	Promoted
	BMC-5602	Communication Theories - II	3	150	111	74.00	B-	3.60	
	BMC-5603	Foundation of Behavioral Research-I	3	150	113	75.30	B+	3.60	
	BMC-5604	Media Seminar	3	150	99	66.00	B	3.00	
	GEO-5606	Introduction to Geography	3	150	105	70.00	B	3.30	
	STA-5605	Statistics	3	150	80	53.30	C	2.20	
Total			18	900	609	67.7	B	3.13	
7th	BMC-6701	Foundation of Behavioral Research-II	3	150	126	84.00	A	4.00	Promoted
	BMC-6702	Development Communication (DC)	3	150	130	86.70	A	4.00	
	BMC-6703	Internship	3	150	138	92.00	A+	4.00	
	BMC-6706	Film Theater & Society Introduction to Film Studies Studies	3	150	96	64.00	C	2.90	
	BMC-6707	Script Writing for Radio & TV, Live Outdoor Broadcasting, Types of Production	3	150	100	66.70	B	3.10	
Total			15	750	590	78.7	B+	3.60	
8th	BMC-6801	International Communication	3	150	86	57.30	C	2.40	Promoted
	BMC-6802	Final Project/Research Report/Res.Article	3	150	142	94.70	A+	4.00	
	BMC-6803	Photo Journalism	3	150	86	57.30	C	2.40	
	BMC-6804	Advertising-I	3	150	117	78.00	B+	3.80	
	BMC-6805	Public Relation-I	3	150	109	72.70	B+	3.50	
Total			15	750	540	72.0	B	3.22	
Grand total:			130	6500	4706	72.4	B	3.37	Passed

Errors and Omissions Excepted

Checked by: 17-11-2023

Date:

P.T.O

Ass. Controller of Examinations

Reg. No. NC-M-01-23-03052

Roll No. 03052

Transcript ID. 169-6387-153

Serial No. 3259

Pakistan Institute of Computer Sciences & Technical Skills



Education & Empowerment

www.pits.edu.pk



Diploma

Established under Act. XXI of 1860, Government of Punjab, Pakistan

This is to certify that

Mr./Ms. MUHAMMAD SAROSH MUGHAL Son/Daughter/Wife of Mr. MUHAMMAD SHABBIR

Has Successfully Completed the Course of SUPPLY CHAIN MANAGEMENT

from 01-08-2023 to 31-07-2024 This Diploma is issued on 15-08-2024

Total Marks	Marks Obtained	Percentage	Grade
1000	830	83	A

[Signature]

PRINCIPAL

This Diploma may be verified at www.pits.edu.pk using the diploma holder's Registration Number or Transcript ID.



[Signature]

DIRECTOR



PICSTS

Pakistan Institute of Computer Sciences & Technical Skills



Academic Transcript

Established under Act. XXI of 1860, Government of Punjab, Pakistan

Study Mode: REGULAR

SUPPLY CHAIN MANAGEMENT

FINAL RESULT

Name : MUHAMMAD SAROSH MUGHAL
Father Name/W/O : MUHAMMAD SHABBIR
Roll Number : 03052
Registration Number : NC-M-01-23-03052
Duration : One Year
Session : 2023
Conducted at : Pakistan Institute of Computer Sciences and Technical Skills

Subjects	Maximum Marks	Obtained Marks
Semester - I		
1 Link between Supply Chain Strategy and Structure	100	81
2 Identify drivers of supply chain performance	100	88
3 Link the structure of these drivers to the success of supply chain	100	85
4 Supply Chain Network Design	100	81
5 Identify trade-offs in supply chain network design	100	87
Semester - II		
1 Managing Inventory in a Supply Chain	100	89
2 Discuss mechanisms to reduce cycle inventory without hurting cost	100	80
3 Purchasing and Sourcing In a Supply Chain	100	78
4 Discuss for outsourcing and extracting value from procurement	100	81
5 Analyze strategies for pricing and auctions during procurement	100	80

Error & omission are accepted.

Percentage	83
Grade	A
Remarks	Pass
Date of Issue	15-08-2024



Total Marks	1000
Marks Obtained	830

Principal PICSTS



Pakistan Institute of Computer Sciences & Technical Skills

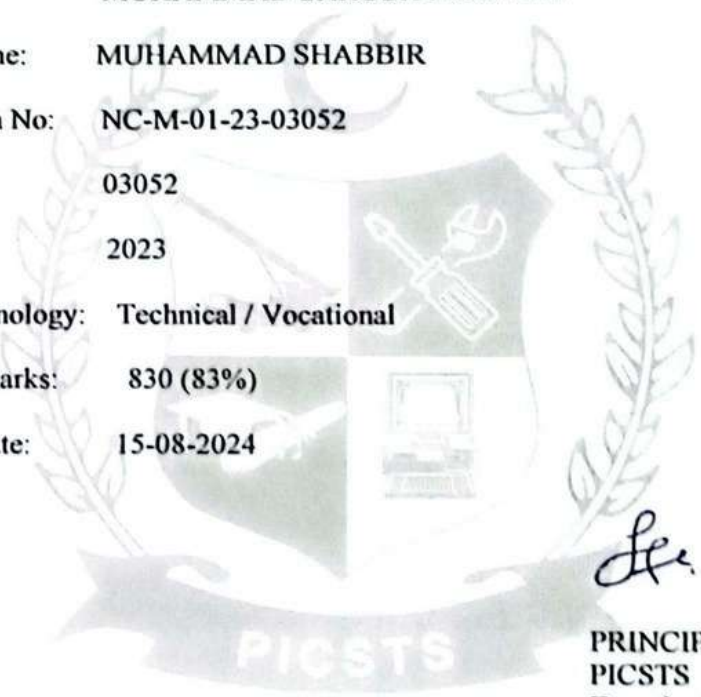
PICSTS/VL/Diploma/03052

15-08-2024

VERIFICATION OF DOCUMENTS

This is to certify that original Diploma issued by the "Pakistan Institute of Computer Sciences and Technical Skills" Rawalpindi is verified as per following particulars

- Name: MUHAMMAD SAROSH MUGHAL
- Father Name: MUHAMMAD SHABBIR
- Registration No: NC-M-01-23-03052
- Roll No: 03052
- Session: 2023
- Trade/Technology: Technical / Vocational
- Obtained Marks: 830 (83%)
- Issuance Date: 15-08-2024



PRINCIPAL
PICSTS
Examination & Certification





Ref: 3B/Exp/Quality/000231

Date: 10-09-2024

To Whom it may concern

It is certified that Mr. Muhammad Sarosh Mughal S/O Muhammad Shabbir bearing CNIC 82203-5703372-3 has worked with 3B Construction from 01-02-2024 to 30-07-2024 as **Purchase officer (Site project Islamabad)**.

His job duties included:

1. Procurement of site materials
2. Assisting admin officer for camp materials
3. Searching new vendors for material supply
4. Stationary Purchase

Due to Prevailing financial conditions of the country, 3B construction is closing all its projects.

This certificate is being issued upon his request and we wish him best of luck for his future.

Rahman Rashid

CEO

10-09-2024

Office MZ 132, Defense Shopping Mall, DHA Main Boulevard, Lahore

rahman@3bconstruction.com.pk

هوية مقيم

رقم النسخة ١

المملكة العربية السعودية

وزارة الداخلية



محمد ساروش محمد موجهل

MUHAMMAD SAROSH MUGHAL MUHAMMAD SHABBIR

رقم الهوية: ٢٥٨٥٣٠٤٧٤٠ تاريخ الانتهاء: ٠٣/١١/٢٠٢٤

تاريخ الميلاد: ٠٢/٠٦/١٩٩٨ مكان الميلاد: باكستان

الجنسية: باكستان الديانة: الاسلام

المهنة: سائق سيارة

هوية صاحب العمل: ٧٠٣٦١٥١٧٣١

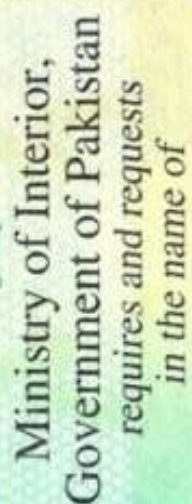
مكان الاصدار: موقع بوابة الوزارة الالكترونية

مكان العمل: المنطقة الشرقية

اسم صاحب العمل: مؤسسة سريع ومضمون للخدمات اللوجستية



يجب التحقق
من الرمز السريع
قبل اعتماد
التعامل مع الهوية



The President Islamic Republic of Pakistan

all those to whom it may concern
to allow the bearer
to pass freely without let or hindrance
and to afford the bearer such assistance
and protection as may be necessary

**Director General
Immigration and Passports.**

R4956303

ISLAMIC REPUBLIC OF
PAKISTAN

PASSPORT



Date of Birth
02 JUN 1998

M MUZAFFARABAD AJK, PAK

Father Name
SHABBIR, MUHAMMAD

03 OCT 2023

01 OCT 2028

Passport Number
DS0943721

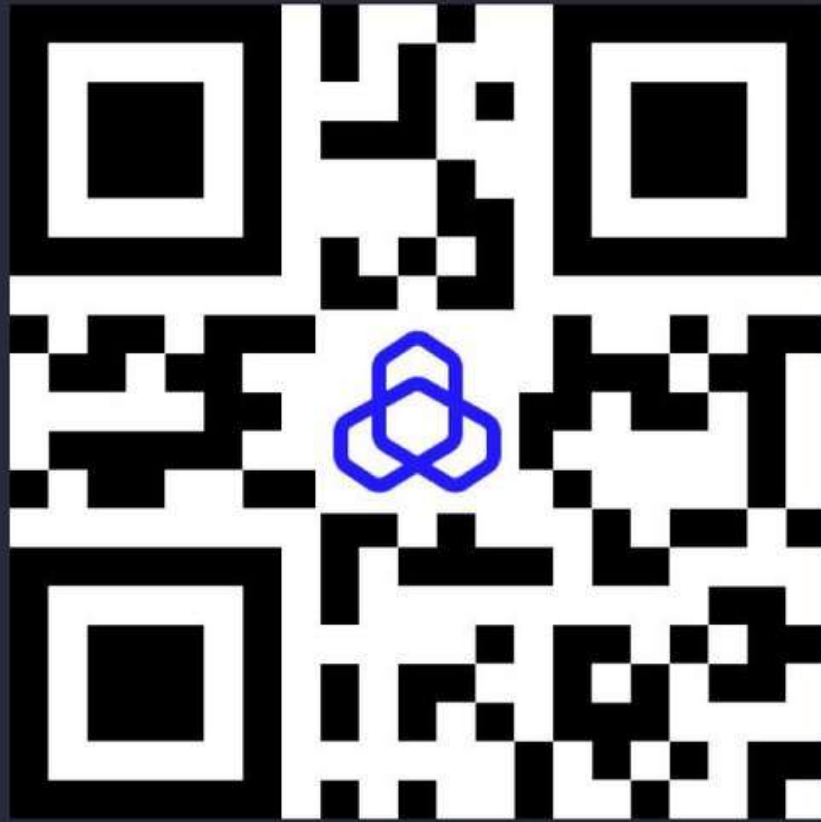
82203-5703372-3

Issuing Authority
PAKISTAN

Trading Number 12301260372 Booklet Number R4956303



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DS09437219PAK9806021M28100108220357033723<56



MUHAMMADSAROSH MUGHAL
MUHAMMAD SHABBIR

Account Number

077010010006085426296

IBAN

SA33 8000 0856 6080 1542 6296