

Mohammad Maiz Shaikh

✉ maizshaikh8@gmail.com ☎ +966 553614399 📍 Saudi Arabia
🌐 [linkedin.com/in/maiz-shaikh-2908b0371](https://www.linkedin.com/in/maiz-shaikh-2908b0371)

👤 PROFILE

MBA graduate in Logistics and Supply Chain Management with strong knowledge of procurement, inventory management, and distribution strategies. Proficient in applying analytical tools to optimize supply chain efficiency and ensure cost-effective operations. Seeking to contribute to organizational success with fresh perspectives, problem-solving abilities, and a results-driven approach.

🎓 EDUCATION

2023 – 2025 Mangalore, India	Master Of Business Administration in (Logistics and Supply chain Management) Yenepoya (Deemed to be University)
2021 – 2023 Udupi, India	Bachelor of Business Administration Upendra Pai Memorial College
2018 – 2020 Udupi, India	Pre University SVS Pre University

👜 PROFESSIONAL EXPERIENCE

08/2025 – Present Saudi Arabia	CALO Procurement
09/2024 – 10/2024 Udupi, India	Supply Chain Intern- Spar Hypermarket Receiving Area - Assisted in receiving, inspecting, and verifying incoming stock against purchase orders and delivery notes. - Supported the documentation process for goods inward, ensuring accuracy in quantity and product quality. - Coordinated with warehouse and store teams to streamline goods transfer from back-end storage to floor display areas. Gained practical exposure to inventory management systems, stock tagging, and GRN (Goods Receipt Note) processing. - Learned safety and hygiene protocols in handling FMCG goods and maintained compliance with company receiving standards.

📁 PROJECTS

05/2025 – 06/2025	Issues and Challenges In Logistics Management In Al Mokahal co. Saudi Arabia - Conducted an in-depth study to identify operational, infrastructural, and regulatory challenges affecting logistics performance at Al Mokahal Co. - Analyzed key pain points such as transportation delays, inadequate inventory control, limited warehouse optimization, and customs clearance issues. - Assessed the impact of these issues on supply chain efficiency, customer satisfaction, and cost management. - Recommended strategies for improvement, including digital integration, improved route planning, and enhanced vendor coordination. - Prepared a comprehensive project report with actionable insights based on interviews, process observations, and secondary data analysis.
-------------------	--

SKILLS

Technical & Analytical Skills

- Microsoft Excel (Pivot Tables, VLOOKUP)
- Microsoft Word (Advance)
- ERP Systems (Oracle)
- Data Interpretation & Reporting

Core Logistics & Supply Chain Skills

- Supply Chain Management
- Inventory Management
- Procurement & Vendor Coordination
- Transportation Management
- Demand Forecasting

Soft skills

- Problem Solving
- Time Management
- Communication & Interpersonal Skills
- Team Collaboration
- Attention to Detail
- Adaptability under Pressure

LANGUAGES

ENGLISH (Fluent)

HINDI

KANNADA