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|  | **Sohail Zaffar Khan**   |  | | --- | | Citizenship: Finland  D.O.B: 13-01-1978  Email: sohailpsh@yahoo.com  Cell:+358503020683  Helsinki, Finland | |

**SUMMARY**

Dynamic, talented and result oriented professional with a proven record of accomplishments in the field of **Supply Chain and Business Operations**. Interested to apply strategies that significantly impact on people, processes, profitability and increase the total value of a business.

**EDUCATION**

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| **Qualification** | **Institution** | **Year** |
| * M.Sc Economics   (Financial Information Systems) | Hanken-Swedish School of Economics & Business Administration, Finland | 2006 |
| * Information Technology Certificate Program (Business & Technology) | Helsinki School of Economics, Finland | 2004 |

**SKILLS**

* **Managerial Skills**

Supply Chain, ERP Implementation Lead, Testing and User Trainings, MIS Reporting, Vendor Management, Warehouse Operation, Inventory Management, Procurement and Logistics.

* **Computer Skills**

Microsoft Dynamics, Oracle EBS, SAP, MaintMaster, FOUND, AVEVA, SUN Accounts, EPROMIS

**PROFESSIONAL EXPERIENCE**

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| **Neste Oyj, Finland** | **Dec 2022 – To Date** |

Neste is an oil refining and leading producer of sustainable aviation, renewable diesel and renewable feedstock solutions.

As **Expediter Consultant** my responsibilities include:

* Developed and implemented Turnaround project purchase orders expediting plan, resulting in increased accuracy and efficiency.
* Coordinate with project managers to monitor inventory levels, assess supply vendors and ensure delivered supplies meet quality standards.
* Manage internal and external documentation and communication to resolve supply chain issues in a timely manner to prevent any delay.
* Compile record and report project performance and progress to management and key stakeholders.

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| **Gasum Oy, Finland** | **Dec 2021 – Dec 2022** |

As **Warehouse & Maintenance Consultant** my responsibilities include:

* Implemented successful transition of 12000 equipment to Miantmaster (CMMS), resulting in a 25% increase in efficiency of CAPEX and OPEX transaction processes and reduced on hand inventory level by 30%
* Designed workflow for Spare Parts Procurement, Work Orders Operation, Asset Maintenance, Warehouse Management, Inventory Optimization, Assets and Invoicing system controls development.
* Trained staff for system change, user training and skills development.

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| **Embassy of Iraq, Helsinki, Finland** | **Jan 2019 – Nov 2021** |

As **Logistics Coordinator** my responsibilities included:

* Planned and managed fleet operations, warehouse and logistics activities of Embassy.
* Identified new vendors with competitive quotations.

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| **Ghantoot Transport & General Contracting, Abu Dhabi, UAE** | **July 2015 – Oct 2017** |

As **Stores Controller (Transport Department)** my responsibilities included:

* Planned and managed warehouse operations, logistics and indirect procurement of spare parts for 2000 fleet.
* Lead ERP implementation in Business Unit from client side and formulate high-level business requirements of ERP (ORACLE) through a cross-functional steering group consisting of various departments.
* Maintained stores staff job results by coaching, counseling, and maintain Health & Safety high standards as per IMS.

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| **Al Rajhi Construction Dubai, UAE** | **June 2013 – June 2015** |

As **Assets & Inventory Controller** my responsibilities included:

* Managed overall accounting for all Fixed Assets & Inventory of €100M+ to ensure its accuracy.
* Controlled Assets & Inventory management activities including purchase requisitions, data entry, maintenance, warranty claims and disposal of assets.
* Produced reports and statistics on a daily, weekly and monthly basis and annual stock takes.

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| **Al Ghurair Construction - Aluminum Dubai, UAE** | **May 2007 – May 2013** |

As a **Material Controller** my responsibilities included:

* Conducted audit of warehouses and investigation of inventory discrepancies found during picking and replenishment.
* Prepared and analyzed system reports and summarizes key financial information related to significant transactions.
* Analyzed inventory records and Interprets results of overall inventory and evaluates performance measured against inventory budgets.

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| **RedR-IHE, London, UK** | **Jan 2007 – Apr 2007** |

RedR-IHE is an international NGO. Worked as a **Finance Assistant**

* Ensured accurate and timely control and input financial transactions into the accounts package. Act as the first point of contact for queries on financial transactions
* Assisted with performing timely closure of monthly accounts and reporting of results through monthly management accounts.

**LANGUAGES:** English, Finnish (Basic)