

Last Updated : **May 22, 2018**

## **HAFEZ AHMED SARKER**

Address: House #10, Road # 2, Block # A, South Bonosree, Goran,  
Khilgaon, Dhaka-1219  
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Mobile : 01680004508  
email:ha.sarker@yahoo.com



### **Career Objective:**

To secure a respectable position in a national or multinational organization through implementing my knowledge of Store & Inventory management. Now I'm looking for an opportunity where I can utilize my knowledge, skills and experiences.

### **Career Summary:**

I started my professional journey in IMPACT THREAD LTD. as "Store Officer", after i join JET MART in the south africa as "Branch in charge". After returning home i joined BENGAL GROUP OF INDUSTRIES as "Executive Store & Inventory" at WarehoManagement Department . After i joined ANWAR GROUP OF INDUSTRIES. as "Senior executive Store & Inventory" at WarehoDepartment. After i joined Magnum Engineering & Construction Ltd as "Head of Store" at store Management.

### **Special Qualification:**

I'm completing Diploma Engineering ( CSE ) and . I'm completing professionals training from Bdjobs training like " Inventory management & Supply chain management".

### **Employment History:**

**Total Year of Experience : 16.2 Year(s)**

#### **1. Head of Store ( May 2, 2017 - Continuing)**

##### **Magnum Engineering & Construction Ltd.**

Company Location : Dhaka

Department: Store & Inventory

##### **Duties/Responsibilities:**

Control the all Store.

#### **2. Senior Executive Store & Inventory ( August 13, 2015 - April 30, 2017)**

##### **Anwar Group of Industries**

Company Location : Dhaka

Department: Anwar Ispat Ltd.

##### **Duties/Responsibilities:**

All over Responsibilities at Store & Communication with SCM. Maintenance the spare parts and machinery electrics parts. To prepare parts requisition using the software and submit to supply chain department. To received store preserve and issue different kind of machinery parts and maintenance the store register book. To plan and monitor parts receiving and issuance.

Provide daily monthly stock report to the authority and operating the ERP systems. Plan, implement & utilize optimum use of warehouse/store space.

3. **Executive Store & Inventory ( January 2, 2012 - August 11, 2015)**

**BENGAL GROUP OF INDUSTRISE**

Company Location : Saver, Dhaka

Department: Romania Food & Beverage Ltd

**Duties/Responsibilities:**

Maintenance the spare parts and machinery electrics parts. To prepare parts requisition using the software and submit to supply chain department. To received store preserve and issue different kind of machinery parts and maintenance the store register book. To plan and monitor parts receiving and issuance. Provide daily monthly stock report to the authority. PO/PR/MRR

4. **In charge ( December 4, 2005 - September 28, 2011)**

**Jet Mart**

Company Location : SOUTH AFRICA

**Duties/Responsibilities:**

All over Responsibilities at the Branch.

5. **Store officer ( April 10, 2002 - October 30, 2005)**

**IMPACT THREAD LTD.**

Company Location : Dhaka

**Duties/Responsibilities:**

Provide daily monthly stock report to the authority, and using the software. Responsible to arrange monthly & yearly physical inventory of finished fabrics, Non export quality fabrics, raw materials & submit to the authority in time with reconciliation. Receive store materials from local, foreign suppliers and any other sources as per LC / purchase approval document.

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
B.A.	Arts	Bangladesh Open University	CGPA:2.54 out of 4	2015	3
Diploma Engineer	Computer Science	Bangladesh Technical Education Board.	First Division	2002	3 Years
SSC	Science	Madertake Abdul Aziz High School	First Division	1994	10 Years

**Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
Profrssional Development Workshop	Material and Inventory Management	bdjobs Traning	Bangladesh	Dhaka	2016	2 Days
Profrssional Development Workshop	Introduction to Supply Chain Management	bdjobs Traning	Bangladesh	Dhaka	2016	2 Days

**Career and Application Information:**

Looking For : Mid Level Job  
Available For : Full Time  
Present Salary : Tk. 35000  
Expected Salary : Tk. 25,000  
Preferred Job Category : General Management/Admin  
Preferred District : Anywhere in Bangladesh.  
Preferred Organization : Group of Companies  
Types

### **Specialization:**

Fields of Specialization
<ul style="list-style-type: none"><li>• Store/warehouse Inventory</li><li>• Warehouse Management</li><li>• Store Managment</li></ul>

### **Language Proficiency:**

Language	Reading	Writing	Speaking
BANGLA	High	High	High
ENGLISH	High	High	High
AFRICAN	Low	Low	High

### **Personal Details :**

Father"s Name : MD. Abul Hashem Sarker  
Mother"s Name : Ranuara Begum  
Date of Birth : February 2, 1980  
Gender : Male  
Marital Status : Unmarried  
Nationality : Bangladeshi  
Religion : Muslim  
Permanent Address : House # 6, Krishi Bank Road, West Nandipara, Bashaboo, Khilgaon, Dhaka-1214.  
Current Location : Dhaka

### **Reference (s):**

Name : K. Roy  
Organization : Bangladeshi  
Designation : G.M.  
Address : Bengal Group of Ind. Saver,  
B.K.S.P, Domna, Kashimpur,  
Gazipur  
Phone (Off.) :  
Phone (Res.) :  
Mobile :  
EMail :  
Relation : Professional

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