

# SAJID AHMED

## ASSISTANT MERCHANDISER

### OBJECTIVE

To enhance the performance of the company for better output through a disciplined, organized and progressive ways with my sincerity, creativity, hard work and utmost endeavors in the task entrusted to me.

### EXPERIENCE

#### **Assistant Merchandiser - Knitwear Creator Ltd.**

March 2021 - Continuing

**Products:** Woven Items (Top & Bottom item etc.)

**Responsibilities:**

- Communication with buyer regarding new developments & specification.
- Maintaining & updating interactive filling system.
- Monitoring quotation sample up-to production sample.
- Arrange materials, L/D, Strike-off to buyer for approval.
- Work closely with supplier regarding material price, payment terms & conditions etc.
- Work actively with the samples together with technician.

**Buyer:** Metro DD, Crazy Line.

#### **Assistant Merchandiser - MAHMUD JEANS LTD**

September 2019 - January 2021

**Products:** Woven Items (Denim joggers, pant, kid's item etc.)

**Responsibilities:**

- Communication with buyer regarding new developments & specification.
- Maintaining & updating interactive filling system.
- Monitoring quotation sample up-to production sample.
- Arrange materials, L/D, Strike-off to buyer for approval.
- Work closely with supplier regarding material price, payment terms & conditions etc.
- Work actively with the samples together with technician.

**Buyer:** Target Australia, Primark



### CONTACT



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DakkhinKhan, Dhaka-1230

### COMPUTER SKILLS:

Emailing & Internet surfing

100%

Microsoft Office (Word, Excel, Power Point)

90%

Adobe Illustrator

80%

Adobe Photoshop

80%

ERP (Enterprise Resource Planning)

70%

### LANGUAGE

English

70%

Bengali

100%

Hindi

50%

**Completed my internship and as a Trainee Merchandiser -  
ROOT APPARELS LTD**

November 2018 - August 2019

**Products:** Woven Items (Denim jacket, Denim bottom etc.)

**Responsibilities:**

- Production Monitoring
- Sample developing follow up (According to Buyer Requirements)
- Collect "Inventory Report" from Store
- Swatch making & getting approval from Buyer
- Collect Daily production report & Daily Quality report
- If any shortage in store, arrange locally
- Wash follow up
- Packaging list making
- Arrange Final Inspection

**Buyer:** Southpole

## EDUCATION

**B.Sc in Hon's in Apparel Manufacture & Technology  
(AMT) - College of Fashion Technology &  
Management (CFTM)**

2014 - 2018

**H.S.C - Science - Uttara High School and College**

2011 - 2014

**S.S.C - Science - Nawab Habibullah Model School &  
College**

2007 - 2011

## SKILLS & ABILITIES

- Quick learner and ability to grasp the new concepts.
- Ability to perform individually or in team environment.
- Active, punctual and hardworking
- Self-motivated and determined.
- Excellent communication and interpersonal skills.

## EXTRA-CURRICULAR ACTIVITIES

- Become a prefect or Student Representative during my academic session.
- Volunteered in major institutional programs and successfully co-operated with all the volunteers and council members.
- Played a major role as a peer mentor during academic session by providing and supporting information, assistance, guidance and representative of beginner graduate students.
- Participated in a drama which took place on " Pahela Baisakh " Cultural program.

## HOBBIES



Technology



Pets



Games



Music

## PERSONALITY

Communicative

Punctuality

Creativity

Organized

## REFERENCES

**Mohammad Mostafa**

DGM (Marketing and Merchandising)  
Square Denims Ltd.

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**Mohammad Ashraful Hossain**

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