



# SHEHRYAR ZAFAR

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## PROFESSIONAL SUMMARY

Attentive Procurement Supply Chain Analyst with 5 years of experience in supporting business leaders by devising methods for improving logistics and operations. Resourceful in leveraging intellectual strengths and innovative problem-solving techniques to resolve complex and ambiguous issues. Creative with critical-thinking abilities useful in developing practical solutions.

## SKILLS

- Support of project efforts (e.g. design, monitoring, data extraction, research, and reporting) in areas of performance monitoring, outcomes and compliance with policies and rules
- Adobe, SPSS
- Analyst, Tableau
- Transportation
- CRM
- Leadership
- Microsoft Word, PowerPoint, Access, Excel
- Reporting, Quality, Networking
- Internal management experience
- Involve new technologies to enhance cost savings
- Increase transparency
- Effective customer communication
- Supply chain planning
- Order placement
- Supply chain forecasting
- Procurement

## WORK HISTORY

**CEO and Business Management** | Large Basket LLC - St Louis, MO  
01/2020 – Present

- Large Basket, is an ecommerce business, we deal in trendy products to sell online, we carefully procure and negotiate with manufacturers to get the best price keeping in mind what our profits would be
- We also have another section of the business we make handmade products from wood and sell it on Etsy, we generated huge sales in our first year and this shows that the sky is the limit.
- Ran a business with \$100k annual revenue and at a profit
- Increased customer satisfaction scores 28%
- Managed and cultivated relationships with investors and technology leaders to promote market outreach and business development

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**Procurement/Sourcing Analyst Intern** | Transplace - St Louis, MO

08/2018 - 01/2019

- Worked closely with analyst and operations teams to develop opportunities for continuous improvement
- Documented standard operating procedures (SOPs) relating to analytics (customer-specific requirements or special procedures to be done in Excel, Jagger, Tableau, etc.)
- Supported analysts by conducting special research for financial, operational, or service outliers/discrepancies
- Setup Less than Truckload rate analyses for review with various Transplace personnel
- Assisted in data collaboration across multiple clients for Request for Proposal
- Provided analytical support for district team during Request For Proposal review period., Receive returned books and library materials and carefully classify and organize them based on book codes
- Performed yearly store audits in collaboration with managers, designers, and sales associates to provide feedback
- Researched new vendors and partners to obtain most cost-effective pricing for goods, saving company huge dollars in one year
- Identified new and more cost-effective suppliers through participation in industry networking events, purchasing advantageous packages and cutting costs
- Partnered with district manager to develop and implement plans for projects
- Added new vendors and products into company's system and keyed in special shipping codes when needed
- Persuaded vendors to pick up cost of shipping higher end products, resulting in huge cost savings of about \$1000
- Successfully led key projects which resulted in positive outcome
- Planned and executed analysis project
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**Sales Operations Intern** | Varsity Tutors - St Louis, MO

06/2018 - 08/2018

- Assisted in building and designing reports within their sales force CRM
- Learned how to create/analyze process workflow to increase efficiency with cross-functional divisions and departments within Varsity Tutors
- Utilizes Microsoft Office products; prepare spreadsheets with data interpretation; perform related duties in support of project efforts (e.g.

- Design, monitoring, data extraction, research, and reporting) in areas of performance monitoring, outcomes and compliance with policies and rules
- Reduced customer service complaints 5% by designing new methods of resolution
- Performed forecasting to identify necessary changes for supply chain business
- Built strong relationships with clients by following up on previous purchases and suggesting new products

**Graduate Assistant** | Saint Louis University - St Louis, MO

08/2016 - 02/2017

- Provided student service and information when working overnight shift at Saint Louis University
- Checked books in and out
- Assisted students with locating books through Saint Louis University's database and troubleshooting printing related issues
- Assisted faculty members with data collection for potential academic publications
- Oversaw groups of over 5 students and assisted with academic projects
- Prepared materials for reports, presentations, and submission to peer-reviewed journal publications
- Completed administrative and research duties per professor request
- Directed students in performing and completing assigned tasks

**Management/Transportation Intern** | Sapphire Textile Mills Limited - Lahore, Punjab

06/2015 - 08/2015

- Assisted company leadership with day to day operations and learned from their mentorship
- Rotated through various departments including HR and IT
- Worked closely on their transportation network, what transportation medium would be effective and how Sapphire's network and people manage to fully utilize its network
- Demonstrated knowledge of Sapphires mission, purpose, goals, and ability to help employees successfully achieve them
- Coordinated weekly meetings for internal and external groups, including teleconferences and videoconferences, interacting with all levels of management
- Wrote methodological and analytical reports tailored to specific project and client needs

- Met with customers and prospective business partners to explore new markets, technology, and innovation strategy
- Supervised team of 6 volunteers, delivering in-depth training and mentoring

**Business Operations Intern** | Nestle USA - Lahore, Punjab

05/2014 - 08/2014

- Tracked and analyzed reports to determine where improvements in business could be made
- Identified objectives of Nestle by analyzing feedback, observing consumers and collecting surveys
- Generated reports of findings to help management with making key decisions
- Used Excel to model data and forecast trends
- Prepared reports by collecting, analyzing and summarizing information
- Organized information by studying, analyzing, interpreting and classifying data
- Collected and organized economic data for reports, meetings and policies
- Improved tracking of locomotive material expenses by 4%

**EDUCATION**

Saint Louis University, St Louis, MO

06/2019

**Master of Science:** Logistics, Material and Supply Chain Management

Lahore School of Economics, Lahore

06/2016

**BBA:** Marketing, Media Studies

**ACCOMPLISHMENTS**

- Worked with a team to purchase rail materials from suppliers, determine production needs (how many of 3 different types of machines would be needed based on demand), and choose contract terms for clients
- Used MS Excel (regression analysis) to forecast and calculate reorder point, supply quantity, appropriate lead time for orders to minimize or eliminate bottlenecks and maximize profits
- **Researched and compared transportation** efficiency of barges vs self-powered vessels in the transport of goods from St. Louis, MO to New Orleans, LA Operations Management Project Fall 2015
- **Entrepreneurship & SME Management April 2015.** Formed a company called Funkaar, the company's main objectives were to come up with

fun activities during the semester on-campus and we were at the competition with other sections, so we came up with a small carnival and managed to gather enough funds which made us end up at the second spot

- **Research Methods Project Fall and Spring 2016.** Submitted a research paper on the topic: "Impact of Employee Training on Job Satisfaction"
- Carried out various activities to gather data, also visited different companies in various sectors to see how employees are doing in each company and what impacts their satisfaction
- Increased sales 8% over 3 months time frame