

Amirali Mulani

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Objective

Seeking to work as an import-export manager with an opportunity to not only implement my skills and expand my work experience but to translate my knowledge and abilities into value for the organization.

Education

MASTER OF BUSINESS ADMINISTRATION | 2012 | HAMDARD UNNIVERSITY

- Major: SCM/ Finance
- Minor: Marketing Management / IT
- Related coursework: Import Export Management
- CGPA 3.3

POST GRADUATE DIPLOMA (PGD) | HAMDARD UNIVERSITY

- Major: General Management
- CGPA 3.25

Core Competencies

- English writing and verbal communication skills.
- Procurement.
- Negotiation skills.
- Customer relationship development skills.
- Diligent supervision as a team leader.
- Process Redesigning.
- Continuous Improvement of Operational Processes/Standards.
- Cross-Functional Team Leadership.
- Problem Solving.
- Decision Making.
- Planning and Deployment of Operational Assets.

Experience

GM OPERATIONS AND SALES | ADENWALLA & SONS | 2016 – TO-DATE

- Managing each and every facet of Business process – Planning, financing, international purchasing, production, distribution network and product development of industrial and consumer items.

RESPONSIBILITIES:

(Same JD as before with supervisory responsibilities.)

SCM MANAGER | MUVAAB TRADING CO | 2012 - 2016

- Managing import of goods, sales, procurement, production and product development of industrial and consumer items.

RESPONSIBILITIES:

- Identifying major global customers and initiating business relationship with them to make sales and arrange for attractive costing to present to clients.
- Overseeing clerical personnel in expediting export bid requests, correspondence, and credit collections and providing guidance and direction on a continuing basis for management of the same.
- Organizing shipping details, such as customs declarations, packing, export licenses, shipping and routing of product.
- Expediting import-export preparations and keeping up-to-date with recent information on import-export licenses, tariffs, and restrictions.
- Dealing with custom and clearing agents for smooth import-export transactions.
- Analyzing and acquiring primary and secondary information for obtaining feedback on performance of marketed brand.
- Ensuring provision of satisfactory service to customers.
- Keeping regular and stable communication and relationship between organization and overseas sellers and buyers.
- Contributing in rising import-export plans and entering into and increasing new business openings to widen market scope.
- Completing deals with foreign distribution and sales centers to set up foreign outlets.
- Successfully contracted company distribution from Renksan Pazarlama Turkey.
- Appraising procedural flow from time to time to maintain sound service principles in line with organization's policy.
- Selecting and estimating freight forwarders and optimum costing.
- Managing local supplies, orders and payments.
- Reporting on costing and sales.

IMPORT / SALES MANAGER | ADENWALLA & SONS | 2005- 2012

- Managing each and every facet of Business process – Planning, financing, international purchasing, production, distribution network and product development of industrial and consumer items.

RESPONSIBILITIES:

- Engaged in every facet of the business process planning, finance, purchase, production, transportation, storage & distribution and customer service to help organization in controlling expenses, boost sales, and maximize profits.
- Managed numbers of project with results that included *reduction in dispatching errors, * improvement in average speed of response to queries, *percent reduction in dropped calls, *reduction in commission errors, *percent reduction in billing errors.
- Developed business by keeping a close contact and taking constant follow-ups with the potential and existing clients and increased sales of imported items by suggesting and importing new products and product development.
- Carried out networking and coordinated events with business partners and service firms covering a wide variety of sectors, including manufacturing, transportation, and warehousing. Communicated with customers with regard to product/service information, customer feedback and resolution of customer complaints.
- Managed events such as exhibitions and counterfeit campaigns.
- Carried out meetings with local and MNCs for supply of goods, procured contracts and maintained these by meeting deadlines of delivery orders.
- Carried out contract negotiations and compliance both with local and international customers and suppliers.
- Managed teams and individuals.
- Successfully completed Metro Pakistan, Makro Habib Pakistan and MAF Carefore Hypermarket contracts.
- Successfully completed the Agency Agreement with CRC Industries (Belgium) and TEMAC Czech Republic (now CRC) and TEMAC..
- Developed seamless supply chain management processes and facilitated the bringing of Car Care Products to market in a cost effective manner.
- Integrated four transportation operations into one, thereby assisting the organization in saving much on delivery costs.
- Developed firm knowledge in procurement and sourcing of industrial items (i.e. packing material, insulations, tapes and adhesives, gaskets, boiler products, maintenance and performance products) as well as consumer items (households, chemicals, abrasives and sponges and tissues etc.)
- Gained good contact with overseas suppliers.
- Gained good personal reputation in local companies & MNCs as well as in International markets (e.g. China, Austria, Belgium, Dubai, Portugal, South Africa and Singapore etc.).

Managed / Attended Exhibitions & Seminars

- Masala Expo Karachi 2013, 2014, 2015 and 2016.
- Attended a Seminar in Dubai on How to bring your Business to next Level. Representing Adenwalla & Sons.
- ITIF (International Trade) Exhibition 2011 at Expo Center representing Adenwalla & Sons.
- Burhani Expo Exhibition 2011 at Expo Center Representing Adenwalla and Sons.
- Hardlink Exhibition 2006 held at Expo Centre Representing Adenwalla & Sons.
- Life Style Exhibition 2005 held at. Expo Centre Representing Adenwalla & Sons.

IT Proficiency

- MS-Office: Word, Excel, Powerpoint, Frontpage, Publisher, InfoPatch, Access (Office 2010).
- Quick Books Accounting and Inventory.
- Business Softwares (Fiagguro).
- Adobe Photoshop.
- Flash Basic.
- Have an ability to operate any other software easily & including Windows installation.

Volunteering

- Scout in Aga Khan Nizari Jamat Khana.
- Managing Committee Member in Aga Khan Nizari Pani and Shoe Company.

Personal details

DATE OF BIRTH: 23 August 1984

NATIONALITY: Pakistani

LANGUAGES

- English
- Urdu
- Gujrati

REFERENCE

Will be made available on request.

AVAILABILITY

Immediate.