

Name:

**BABAR U ZAMAN**

Address:

Doha, Qatar.

Mobile :

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Availability:

1 month

Ideal Job:

Middle Management (Operations, Logistics & Supply chain, Transport, Fleet, Procurement)

## PROFILE

A multitasking, proactive and dedicated executive with extensive experience in dealing with the operations of logistics, supply chain, procurement and transport. Familiar to marketing, production, assets and people management, coordinating strategies and planning resources effectively to achieve targets often within stringent deadlines. A brilliant problem-solver with outstanding route cause analysing skills, accomplished generator of innovation and viable solutions. Successful in planning & implementation of business process improvements and goals achievement. Energetic, dynamic and intelligent with full profit and loss realization. Highly networked and successful in implementing business process improvement and direction, achieving goals, change and optimising business procedure. Constantly questioning the status quo with fresh and creative ideas to advance business performance, developing tools, tables and labour-saving concepts for new products, likewise searching for innovative refinement to regenerate uninspired existing products and services.

### Expertise:

Strategy, vision and mission planning	Commercial and operational management
New and current business development	Managing budgets, finances and P/L
Assets/Fleet/Transport Management	Logistics planning
Supply Chain and Procurement	Freight Forwarding
Required manpower calculations/estimations	Service level agreements (SLA)
Integrated management system fleet operation	Contracts negotiation
Budgets, finances and P/L monitoring	NPV's & Cost analysis for purchases
Human resources management	Health, safety and environmental management
Business process modernization	CAPEX & OPEX monitoring & planning
Performance improvement and management	Policy and procedure development
Sales & marketing strategies	Enterprise Resource Planning (ERP) modules
Capitalization Strategy	Risk management and inventory control
Disposal planning	Assets allocation & maintenance cost monitoring

### Executive value:

Effective and responsible in prominent executive roles. Overcome modern complex business challenges and make critical decisions using wide experience-judgment, strong work ethics and irreproachable integrity.

Business strategy & development specialist. Visionary, strategist and negotiator. Steady record of delivering exceptional outcomes in growth, revenues, operational performance, and profitability.

Consistently delivering mission-critical results. Driven by a powerful desire to strategize, and skill needed for high-level revenue, building plans and strategies.

Highly developed orientation in operations. Trial high-level operational initiatives, including organizational structure design, process re-engineering, turnaround management, and reorganization.

## EXPERIENCE

May 2016- Present

**Operations Manager**

Ibin Ajayan Trading Group Doha

Hired as head of the company to bring the leasing & contracting business up to a sophisticated standard through best practice & reduction in cost to improve efficiency. Identifying and taking remedial action on operational weakness, skills gap, work flow wastage and weak procedures. Managing the Bauma operations including fleet rental process, repair and maintenance, logistics, supply chain, procurement with state-of-the-art systems and technology operating a wide range of transport and heavy vehicles & other assets along with contracting business. Expanded the business to the customers serving the construction, industrial, mining, quarries, oil & gas, heavy lift & shipping industries. Managed with full budget, profit and loss control responsible for all assets of Bauma.

### Job Description

- Managing all divisions - safety, quality, operations, financial, logistics, transport, supply chain, procurement, contracts, maintenance, repair, supplier agreements, vendor management inventory and external sales.

- Managed full budget, profit and loss of all assets, sales, operations and resources.
- Presented and focused on the business plans, tenders, budgets, profit and loss reports.
- Directed fleet management application and policy, performance, sales and production.
- Researched and executing hire/sales in line with market conditions.
- Maximised resources through planning, availability, quality, utilisation strategy and tactics.
- Oversaw staff and multi-cultural labour with human resources.
- Identified acquisition opportunities.
- Introduced modern technologies into the company (fleet tracking, digital timekeeping).
- Distinguished the business as a market known trading entity creating a standing network base with manufacturers, suppliers, customers, competitors and achieving sufficient resources to meet customer targets.
- Produced quality, on time and cost-efficient asphalt to the satisfaction of customers.
- Created procurement value proposition targeting cost savings, customer service, and contractual / regulatory compliance.

#### Features:

- Reduction in overheads. (merging locations, reduction in staff, stationary, consumables')
- Reduction in maintenance cost. (oil drain extensions, reduce overtime)
- Reduction of fleet in the workshop (condition maintenance, test tools, oil lab, VMI spares)
- Reduction in cost of employee per unit. (overall improvement with better skills)
- Reduced accident ratio. (training, driver performance monitoring, speed limiting, process review)
- Increased external sales. (target market, EMV modification, life cycle sales)
- Increased training. (use of external providers, police, civil defines, CAT, IVECO, Ashoke Leyland)
- Increased manpower utilisation. (job card process, admin skills, planning)
- Increased maintenance completion. (inspections, planning, spares, resources)
- Increased CFADS by 45% (payment collection, payment terms)
- Increased fleet availability (less maintenance, planned repairs, better operating)

May 2012 – Apr 2016

**Planner- Operations**

Al Jaber Group, Abu Dhabi, U.A.E

Logistics & transport planning, procurement and supply chain planning, manpower planning, performance management, departmental Objectives, fleet operations, fleet telematics, asset management, capital sales & disposal plans, ROI monitoring, capital purchase plans, maintenance cost analysis, Fleet utilizations plans, capex & opex plans, budget plans, business cases, service level agreements, hiring rates calculation

#### Job Description:

- Planning and monitoring the budget, profit and loss of all assets, sales, operations and resources.
- Monitoring & developing monthly departmental objectives for company.
- Developing workforce calculator to calculate required manpower to run the operations of logistics.
- Categorizing the manpower grading and position as per the group level trades.
- Preparing service level agreements (SLA's) for internal and external customers.
- Reviewing the telematics solutions for asset management.
- Prepared strategic asset management plan in accordance to asset management system ISO55001:2014.
- Team member for ISO55001:2014 asset management system committee.
- Planning & monitoring the per equipment downtime & utilization plans.
- Preparing the annual reports for the sales & purchase of assets.
- Preparing CAPEX plans with NPV calculations & monitoring the actual with plans.
- Cost analysis of the fleet with high maintenance cost with less ROI & more downtime.
- Preparing different business cases for management to get approval of different decisions.
- Internal and external rates monitoring with the increasing life of the fleet.
- Developing EMV selection matrix to prioritize the EMV location between different customers.
- Developing car leasing calculator to align the current company hiring method & rates with professional vehicle hiring companies.

#### Features:

- Introduced a workforce calculator where putting the available fleet/transport quantity gives the manpower required in workshop for preventive and corrective maintenance.
- Prepared departmental objectives & targets.
- Acquired Strategic asset management plan ISO55001:2014 certification for company.
- Completed logistics and workshop manpower skills assessment to align with HR triangle.
- Introduced a utilization, downtime & standby calculator where the equipment standard downtime & standby % is identified.
- Developed operations room where fleet is monitored through telematics on bigger screens.

- Successfully introduced the EMV repair table, where putting the information of the vehicle helps to take decision where it is economical to repair or sale.
- Prepared a claim of 3.5M Dhs to a well-known equipment supplier by identifying the high operating cost of their machines against another brand machine having similar function.
- Introduced EMV sales plan worksheet which helps to pick the poor performer vehicles and machines for disposal consideration.

Nov 2010 – May 2012

**P&E Executive**

Al Hassan Group, Abu Dhabi, UAE

Fleet Operations, Transport, Logistics, Plants, Fleet accounts, Financial reports, ERP Database, Ware House & Inventory, Location of assets & transportation nationally & internationally, Business development & External Suppliers

**Job Description:**

- Responsible to coordinate for over all activities of Logistics, transport& plants including fleet accounts, logistics, operations & administrative activities.
- Monitoring the utilization of fleet to generate maximum revenue out of it.
- Contacting with external suppliers for the timely delivery of materials in different projects & following up with them for the invoicing, debits & credits through emails & phone calls.
- Preparing financial, operational and administrative reports for the overall activities of the department in the end of each month.
- Maintaining monthly objectives and KPI's of department.
- Analysing the man power requirements for logistics, transport and plants.
- Assigning projects to the operator/drivers by analysing the safety requirements & coordinating between third parties for the completion of paper works like registrations, passing & third-party certificates.

**Features:**

- Prepared number of plant and transport forms and policies for IMS.
- Introduced internal hire rates for the company to charge the projects, by considering the owning and operating costs.
- Certified 80% of vehicles and transport to work in western region (Oil & gas).
- Took several initiatives to speed up the process of equipment security passes for oil and gas to make them 98% available for the project without getting expired.

May 2008 – Nov 2010

**Coordinator (Transport, Fleet, Logistics)**

Habtoor Leighton Group, Dubai, U.A.E

Fleet Operations, Plant, Transport, Logistics, Accounts, Financial reports, ERP Database, Ware House & Inventory, Location of assets & transportation nationally & internationally, Business development & External Suppliers

**Job Description:**

- Responsibility to coordinate for over all activities of Plant & transport including accounts, logistics, operations & administrative activities.
- Contacted with external suppliers for the timely delivery of materials in different projects & following up with them for the invoicing, debits & credits through emails & phone calls.
- Prepared financial, operational and administrative reports for the overall activities of the department in the end of each month.
- Analysed project requirements & taking actions to purchase new transport/equipment, but if there are short term requirements than hiring externally.
- Analysed man power requirements for machines & transport.
- Partially handled the fleet tracking system of vehicles & tracking to avoid misuse company assets. The total vehicles are more than 800.
- Assigned projects to the operator/drivers by analysing the safety requirements & coordinating between third parties for the completion of paper works like registrations, passing & third-party certificates.
- Handled financial, hiring, purchasing, stock, scrap & all other records of Plant & transport.
- Worked with accounts to generate the reports and invoices on monthly basis to prepare the final internal hire charges for the sites.
- Handling all Al Habtoor data related to transport and equipment. Receiving allocations reports for all transport and equipment& updating the allocations in ERP system.

**Features:**

- Have created a database in MS Access to control the movement of equipment& transport.
- Prepared different equipment life cost analysis to get maximum financial output for the department.
- Adopted modern procedures which can decrease the chances of the errors and can increase the maximum accuracy by putting more concentrations on database rather than manual work.

Logistics, Accounts, Operations

#### Job Description:

- Was responsible for the movement of the materials from Head office to the different Units.
- Preparing all kind of reports for the overall activities of the department.
- Was responsible for the tender of new requirements of material for army & was analysing the prices, services and other issues of suppliers.
- Kept data related to the issuance of materials to army units.
- Was following with units to receive the materials from head office and was planning to deliver the materials.

### PROFESSIONAL QUALIFICATIONS

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<b><u>Post Graduate diploma (PGD) in Supply Chain Management &amp; Logistics</u></b> ABP-UK (Association of Business Practitioners) Westford school of Management UAE	<b>2014</b>
<b><u>Specialization in General Management</u></b> Virtual University of Pakistan, Islamabad (As overseas student)	<b>2014</b>
<b><u>Vehicle fleet management Malaysia</u></b> Trueventus, Kuala lumpur, Malaysia	<b>Oct 2015</b>
<b><u>Professional certificate in Supply Chain Management</u></b> VU Pakistan as overseas student	<b>Oct 2017</b>
<b><u>Managing Employee Performance</u></b> Al Jaber training school, Abu Dhabi, UAE	<b>Jan 2013</b>
<b><u>Project Management</u></b> Zabeel Institute, Dubai, UAE	<b>Aug 2011</b>
<b><u>Project Management course (6 Months)</u></b> Pakistan institute of modern studies, Lahore, Pakistan	<b>Oct 2010</b>
<b><u>Firefighting &amp; fire marshal course</u></b> Al Habtoor training school, Al Quoz industrial area 4	<b>Mar 2010</b>

### EDUCATIONAL BACKGROUND

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<b><u>MBA in supply chain &amp; Logistics Management</u></b> Awarded GMU Italy (through Westford School of Management)	<b>on Going</b>
<b><u>Master's in economics</u></b> University of Balochistan Quetta Cantt	<b>2011</b>
<b><u>B.A (Bachelor with Economics as major subject)</u></b> University of Balochistan Quetta Cantt	<b>2006</b>
<b><u>FSc Pre Engineering with Physics, Chemistry &amp; Math</u></b> Tameer-i -Nau Public College Quetta Cantt	<b>2004</b>

### MEMBERSHIP

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- Institute of Public Works Engineering Australasia (IPWEA)
- Member of Project Management institute USA
- Member of Charter Institute of Logistics and Transportation (CILT)

### WORKSHOPS/SEMINARS

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- Shell oil and lubricants Workshop

- a) Oil specifications.
- b) Use of oil and lubes to maintain vehicles and equipment.
- **CILT-ESCF 10th Presentation on Saturday, July 16, 2011 at Emirates Aviation College**  
Supply Chain Innovation:
  - a) Innovation Intent
  - b) Supply Chain Innovation
  - c) Innovation framework
  - d) Most influential innovations in Supply Chain.
- **Freight Master Plan workshop on Wednesday 29th June 2011.**  
This important event was being held by the Abu Dhabi Department of Transport to assist in the development of a Freight Master Plan for the Emirate. Event was held in the Dar El Istiqbal Ballroom at the InterContinental Hotel, Abu Dhabi.
- **Commercial Vehicles Business Group network** event on Monday, 20 June 2011 Emirates Aviation College Auditorium located in Block B
  - a) Views about the commercial vehicle
  - b) Industry especially after the financial crisis and how is
  - c) The transport industry going to build the trust and
  - d) Are local authorities doing the right things with the right strategy and helping private industry?

## **PERSONAL**

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Driving Licence (U.A.E, Qatar)  
Nationality: Pakistani  
DOB: 10 January 1987  
Married, 2 children  
Male

## **INTERESTS**

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Keen interest in learning different cultures, enjoy travelling, sports, camping and outdoor activities.  
Squash, Cricket, and to be updated with the latest technology