

<div>Mohammed Afzaluddin</div> <div>Contact: Res:+91-7675012105</div> <div>Hand Phone: +91-9949426480</div> <div>Email:</div> <div>mohammedafzaluddin888@gmail.com</div> <div>Address: H.No. 3-9-205/6/A, Reddy Colony, Hnk, Warangal, Telangana-506002, India.</div> <div>Passport No. : R2307578</div> <div>Place of Issue : Kinshasa, DRC</div> <div>Date Issued : 21/02/2017</div> <div>Date of Expiry: 20/02/2027</div>	<div>PROCUREMENT MANAGER TREASURY MANAGEMENT IMPORT MANAGEMENT (SEA & AIR SHIPMENT) PLANNING</div> <div>Highly Motivated Individual with a Graduate Degree in Commerce Followed by 5+ years of Experience in Operations Management, Treasury Management & Import Planning.</div> <div>Objective: Seeking a challenging and dynamic growth oriented career in a prestigious organization with prospects passing new avenues in the professional environment</div>																				
<div>Core Competencies</div> <div>Data Management</div> <div>Categorizing, Tabulating & Auditing Data.</div> <div>Data Manipulation on Excel Spreadsheets.</div> <div>Complaint Management.</div> <div>Retail Banking Management.</div> <div>Daily Cash Management.</div> <div>Debt Facilities Management.</div> <div>Forex Management</div> <div>Liquidity management</div> <div>Wealth Management</div> <div>Brand Management</div> <div>Customer Relationship Management</div> <div>Market Research</div> <div>Channel Management</div> <div>Team Building & Leadership</div> <div>Strategy Planning</div> <div>Through Understanding of</div> <div>Corporate & Retail Banking Operations.</div> <div>Reporters</div> <div>Logistics</div> <div>Forex</div> <div>Excel</div> <div>MIS</div> <div>Forecasting of Medium and Long-Term</div> <div>Funding and Hedging requirements Data</div> <div>Preperation.</div> <div>Language Proficiency</div> <table><tr><td></td><td>Read</td><td>Write</td><td>Speak</td></tr><tr><td>English</td><td>Yes</td><td>Yes</td><td>Yes</td></tr><tr><td>French</td><td>Yes</td><td>Yes</td><td>Yes</td></tr><tr><td>Hindi</td><td>Yes</td><td>Yes</td><td>Yes</td></tr><tr><td>Telugu</td><td>Yes</td><td>Yes</td><td>Yes</td></tr></table> <div>Academic Details</div> <div><div>Graduation in Commerce (B.Com.) from Mahatma Gandhi Kashi Vidyapith.</div><div>CEC from Board of Intermediate Education.</div><div>SSC from Little Flower High School</div></div>		Read	Write	Speak	English	Yes	Yes	Yes	French	Yes	Yes	Yes	Hindi	Yes	Yes	Yes	Telugu	Yes	Yes	Yes	<div>Profile Summary</div> <div><div>A result-oriented professional with diverse background in domains such as Business Process Outsourcing, Corporate & Retail Banking, Treasury & imports.</div><div>Extensive knowledge of Outsourcing Process, Banking process (Forex, Cash Management, Debt Management) Client Relationship Management, Operations Management, Liquidity Management, Import Management & Team handling.</div><div>Provided exceptional & timely Customer Service.</div><div>Proven experience in preparing Business Presentations & Developing Business Relationships.</div><div>Worked extensively on Order Processing, Dispatch and Logistics (import) Control, Payment Clearance for domestic & export orders, License/Approvals, Excise & Custom matters for Importation, Freight Forwarding, Vessel Planning, License, CIF, Insurance and Freight Charges.</div><div>Handled import Enquiries, their shipment update, pre-shipment and post shipment status of production scheduled execution order and overall complete communications.</div><div>Co-ordinated with Foreign Clients in Sending offer to client and on conclusion of deal sending the Performa Invoice & License for Bivac Inspection or Sales Contract.</div><div>Created reports, analyzed and interpreted corporate & retail banking data, like revenues, expenses and competition.</div></div> <div>Current Experience: Congo Kinshasa, Aug 2020 to Apr 2022</div> <div><div>★ CHATO Group of Companies: Dover Cosmetics, Swissa, Festa, Procurement Manager & Import Export (Customs Clearing) Air & Sea Shipments (Reporting to MD and Owner Directly) Congo Kinshasa Aug 2020 – April 2022.</div><div>★ Managed all processes related to the purchasing of Raw materials and packing materials including spare parts and Machinery's.</div><div>★ Identified areas needing improvement and offered real solutions.</div><div>★ Achieved cost-effective procurement outcomes by establishing strong relationships with vendors and partners and negotiating well.</div><div>★ Worked to develop and implement cost-effective purchasing strategies.</div><div>★ Strategically evaluated market conditions and approached varying suppliers prior to making purchases.</div><div>★ Monitored and expedited shipments as necessary.</div><div>★ Implemented effective negotiation strategies to close deals with the best possible purchase prices.</div><div>★ Maintain an updated list of expenditures and revenue available for purchases.</div><div>★ Determine if vendors are living up to their contractual obligations, Prepare contracts for vendors and to review and sign.</div></div>
	Read	Write	Speak																		
English	Yes	Yes	Yes																		
French	Yes	Yes	Yes																		
Hindi	Yes	Yes	Yes																		
Telugu	Yes	Yes	Yes																		

Previous Experience

MARSAVCO S.A – Largest FMCG manufacturers in Central Africa. Kinshasa, Demographic Republic of Congo.

Head of Importation

Oct 2018 – Jul 2020.

Team Size: 10

Highlights:

- Handled matters related to order processing, dispatch and logistics (import) control.
- Responsible for importing of materials from suppliers within the established process @ Congo & follow up with BIVAC, SEGCE for LIECENSE & AVE.
- Managed payment clearance for all domestic as well as export orders and handling of accounts with well-established process and system. Worked extensively on license/approvals, excise and customs matters for importation.
- Co-ordinated with Foreign Clients in Sending offer to client and on conclusion of deal sending the Performa Invoice & License for Bivac Inspection or Sales Contract.
- Co-ordinated with Plant & Technical Director for arranging the production, Interacted with the Shipping Line monitored the timely container placement at factory as per desired plan and its proper stuffing and customs clearance, movement toward port and timely shipment as per the shipment schedule.
- Co-ordinated with freight forwarder arranging and booking the container with proper vessel planning, to deliver the order and provide it to Shipping line/Transporter for timely peaking of container and its timely placement as per the factory plan and shipment schedule.
- Checked BL, Draft, Feri, License, CIF , Insurance, Freight Charges and etc., Before the declaration of shipment.

Previous Experience

MARSAVO S.A – Largest FMCG manufacturers in Central Africa. Kinshasa, Demographic Republic of Congo.

Manager Treasury

Aug 2017 – Sep 2018.

Team Size: 4

Highlights:

- Monitoring and managing the organization's bank relationships and liquidity management.
- Managing foreign currency exposure and foreign currency payments.
- Analyzing various scenarios and risks and reporting to senior management.
- Forecasting of medium and long-term funding and hedging requirements (if applicable)
- Daily cash management.
- Debt facilities management.
- Interest rate risk management and development of risk mitigation strategies.
- Foreign exchange risk management and development of foreign exchange risk mitigation strategies.
- Liaising with senior management across the organization.

Previous Experience

RAW BANK S.A – Commercial bank of the Democratic Republic of the Congo.

Assistant Manager

Aug 2015 – July 2017

Team Size: 20

Highlights:

- Assist the Branch Manager in planning and implementing strategies to attract clients.
- Co-ordinate daily customer service operations (e.g. Corporate and Retail banking processes and payments).
- Arrange cash as per transactions of branch and ATM as per platform of branch including B&C braches.
- Track the progress of weekly, monthly, quarterly, and annual objectives.
- Monitor and maintain Bank and Including B&C Branches, ATM's.
- Evaluate employee performance and identify hiring and training needs.
- Monitor retail and corporate banking operating costs, budgets and resources.
- Suggest retail and corporate training programs.
- Handle complaints from customers.
- Create reports, analyze and interpret corporate & retail banking data, like revenues, expenses and competition.

Previous Experience

May'11 – Nov'13 with NSB BPO Warangal as a Team Leader.