

Faizan Alam

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Professional Summary

Dedicated and results-driven professional with extensive experience in automotive parts management, warehousing, and operational leadership. Hands-on experience as a Warehouse Manager. Recognized for conducting three successful audits and receiving best performance appreciation from Hyundai Islamabad, Dewan Motors-BMW & BMW Motorrad Islamabad, and Tarbela Enterprises. Proficient in ERP, WPC, and Oracle systems, with expertise in using material request forms to streamline inventory and parts management. Consistently achieves high standards in client satisfaction, inventory accuracy, and operational efficiency.

Work Experience

Parts Advisor

Hyundai Islamabad

February 2024 - September 2024

- Identified and sourced automotive parts through accurate VIN identification using ERP and WPC systems.
- Collaborated with service technicians to ensure timely parts availability.
- Utilized material request forms for efficient parts management and order processing.
- Provided expert advice to customers on part requirements and compatibility.
- Maintained detailed records of transactions, stock levels, and customer preferences.
- Conducted a comprehensive audit, receiving best performance appreciation for maintaining inventory accuracy.

Parts Executive

Dewan Motors-BMW & BMW Motorrad Islamabad

March 2023 - February 2024

- Conducted precise part identification for BMW and Motorrad vehicles using ETK and Oracle systems.
- Prepared parts quotations and estimates for service repairs and custom orders.
- Coordinated with BMW's global supply chain for specialized parts procurement.

- Utilized material request forms and Oracle for effective parts tracking and management.
- Managed inventory control and stock replenishment processes in line with BMW standards.
- Trained junior staff on ERP and Oracle systems and best practices in parts management.
- Conducted a key audit, earning best performance appreciation for exemplary stock management.

Warehouse Manager

Tarbela Enterprises

December 2018 - September 2022

- Oversaw daily warehouse operations, including stock receiving, storage, and dispatch, using Oracle systems.
- Implemented inventory control procedures to ensure accuracy and minimize losses.
- Coordinated with procurement teams for timely replenishment of stock through material request forms.
- Trained and supervised warehouse staff, focusing on safety and efficiency.
- Prepared monthly reports on stock levels, turnover rates, and operational KPIs.
- Conducted an internal audit that enhanced operational efficiency, receiving best performance appreciation.

Education

MBA, Human Resource Management | University of Haripur, Haripur Pakistan | 2018

BBS, Human Resource Management | University of Haripur, Haripur Pakistan | 2016

B.SC, General Science | Shah Abdul Latif University, Khairpur Pakistan | 2012

Skills

- Proficient in ERP, WPC, and Oracle systems for parts and inventory management.
- Skilled in using material request forms for streamlined order and stock control.
- Expertise in parts identification using VIN and ETK for accurate sourcing.
- Experience in conducting audits, with a record of receiving performance recognition.
- Strong leadership and team training abilities in warehousing and inventory processes.