



## Adnan Rafique

Supply Chain, Logistics, Warehousing, Procurement / Contracting,  
Transportation & HRM

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Accomplished **Logistics professional** with **13+ years** of expertise in **Supply Chain** operations, achieving **20%** cost reductions in **Procurement** and **99% Inventory accuracy**. Proficient in **Human Resource Management, Budgeting**, optimizing **Transportation Fleet performance**, managing **Large-Warehouses** with diverse goods, and enhancing **accommodation** facilities for **500+** personnel. Led **feasibility studies, inquiries, cost evaluations**, and **security setups**. Strong analytical skills with extensive training in logistics, auditing, safety, and industry standards.

### LANGUAGES

**Urdu / Hindi** — Native/Bilingual

**Punjabi** — Native/Bilingual

**English** — Fluent

**Arabic** — Conversational

**French** — Basic

### WORK EXPERIENCE

2016 – 2025

Rawalpindi /  
Karachi, Pakistan

**Deputy Director / Senior Manager (equiv.), Government of Pakistan**

Built on 5+ years of foundational experience, I excelled in the **next 8+ years** by delivering measurable results in key areas of complex **Supply Chain and Logistics** operations:

#### Transportation Fleet Management:

- Directed **400+ vehicles & 200+ drivers**, increased efficiency by **20%** by optimizing utilization and maintenance schedules. Lessened downtime by **15%** through proactive inspections and compliance audits.

#### Procurement, Warehousing & Distribution:

- Cut procurement costs by **15%** through vendor negotiations. Achieved **99%** inventory accuracy, eliminating waste by **25%**. Redefined warehousing operations, increasing storage capacity utilization by **30%** through layout optimization and digital inventory solutions. Accelerated delivery times by **25%** via streamlined logistics. Managed a varied range including **Metals, Chemicals, Fuels, Clothing, Fresh, Dry & Frozen food** articles.

#### Budgeting:

- Consistently delivered projects within budget, reallocating resources to achieve **15%** annual savings. Administered **\$100M+ in Contracts and Budgets**.

#### Human Resource Management:

- Reduced turnover by **20%** through revamped recruitment and development programs. Resolved **95%** of workplace conflicts, enhancing team performance of **1000+ personnel** through **50+ training** programs.

#### Headquarters Coordination:

- Spearheaded inter-organizational conflicts resolution, addressing issues which remained unresolved for **10+ years** and improving operational alignment. Influenced strategic decisions, leveraging **data-driven** insights to support high-level planning and enhanced organizational efficiency.

2011 – 2016

Attock, Pakistan

**Asst. Director / Manager (equiv.), Government of Pakistan**

Built a solid foundation in logistics and operations management for over **5+ years**, driving measurable improvements in managing **large-scale Warehouse Management:**

**Diverse Goods Handling:** Successfully managed **90 thousand plus** active inventory items in **10+ huge warehouses** with a total storage capacity exceeding **800,000 square feet**, including **Metals, Plastics, Wood, Rubber, Chemicals, Fuels, Clothing, and Scrap**, ensuring seamless operations and **100% compliance** with safety protocols and operational standards.

**Hazardous Materials Safety:** Reduced incidents by **20%** by enforcing strict safety protocols and segregation measures for hazardous and sensitive goods.

**Lifecycle Management:** Improved stock condition monitoring, extending the lifespan of temperature-sensitive items and reducing spoilage by **15%**.

**Inventory Accuracy:** Achieved **98%** inventory tracking accuracy by conducting regular audits and implementing automated inventory control systems.

2011 – 2025  
Pakistan

Alongside core logistics duties, I gained extensive experience in **Kitchen** operations, **Accommodations** for **500+ personnel**, **Sports** facilities, **Project** planning, 24/7 CCTV **Security** protocols, and **Inquiries**, leveraging analytical expertise for **Feasibility** surveys, **Cost evaluations**, and **Incident resolutions** with actionable outcomes.

## MAJOR PROJECTS

**Complete Relocation of Large-Scale Warehouses (90 thousand Inventory, 100% Accuracy), July to Sep 2021 (2.5 months)**

**Emergency Transportation Support Operation (100+ vehicles, 80+ Drivers, 20 Locations), May 2018 (1 month)**

**Auction / Disposal of Scrap & Surplus Stores (100+ Tons of metals, plastics, wood, rubber, chemicals), March 2014 (1 month)**

## EDUCATION / DEGREES

2024 – 2025      **Diploma (Level 7) in "Logistics & Supply Chain Management", OTHM, The United Kingdom**

2015 – 2017      **Master of Business Administration (Executive), Comsats University, Pakistan**

2009 – 2011      **Bachelor of Science (Aero Sciences), Peshawar University, Pakistan**

## CERTIFICATIONS / COURSES / WORKSHOPS

**Project Management Professional (PMP)**  
PMI, USA  
under process

**Lean Six Sigma Black Belt**  
CSSC, USA  
under process

**OSHA 30 & IOSH**  
USA & UK  
under process

**ISO 14001 : 2015 EMS**  
Exemplar Global - USA  
under process

**ISO 9001 : 2015 QMS**  
LICQual - UK  
2025

**ISO 45001 : 2018 OHSMS**  
LICQual - UK  
2025

**Business Analytics (Power BI)**  
Analytix Camp, Pak  
2025

**SAP MM S4 HANA Consultant Level**  
DTS, Pak  
2025

**Supply Chain Management**  
LUMS, Karachi, Pak  
2024

**Premium Graphic Designing & AI**  
YETP, Lahore, Pak  
2024

**United Nations Logistics Officers Course (UNLOC)**  
Port Dickson, Malaysia  
2024

**Advance Logistics Course**  
SOL, Kohat, Pak  
2018

**Halal Meat Awareness & Process Program**  
Red Cow Meat, Lahore, Pak  
2017

**Internal Auditor Course AS 9100 REV 'C' STANDARD**  
MRF, Kamra, Pak  
2014

**Presentation Skills for Managers**  
PIM, Lahore, Pak  
2013

**Automated Logistics Management System (Enterprise Version)**  
ILM, Rawalpindi, Pak  
2013

**Textile Materials & Testing**  
NTU, Faisalabad, Pak  
2012

**Fire Prevention & Safety Course for Industries**  
NIFT, Islamabad, Pak  
2012

**Logistics & ALMS (6-M)**  
SOL, Kohat, Pak  
2011

## PERSONAL SKILLS

- Teamwork oriented & Problem Solver
- Goal-oriented & Optimistic
- Organizing & Decision making
- Good Listener & Communicator
- Adaptable & Analytical
- Time Management & Attention to Details

## DIGITAL SKILLS

**Office tools**  
Microsoft Office & Google Workspace

**Social Media Platforms**  
Facebook, Instagram, LinkedIn, X

**Graphic Designing & Video editing**  
Photoshop, Illustrator & Filmora

## INTERESTS

Growth in SCM & Logistics field

Continuous Personal Development

Sports & Gardening

Books reading