



Adnan Rafique (MBA, PMP®, CMILT®, SMPSC®)

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ABOUT MYSELF

Supply Chain, Logistics, Warehouses, Procurement / Contracts, Transportation, Projects, Admin, HRM & Safety

Logistics professional with over **13 years** of experience in **supply chain operations**. Achieved **20% savings** in **procurement** and maintained **99% inventory** accuracy. Skilled in **HR, budgeting, transport** management, **large warehouse** operations, and improving living facilities for **500+ staff**. Experienced in **feasibility** studies, **cost** evaluations, **security** setups, and investigations. Strong analytical skills with solid training in **logistics, auditing, and safety**.

LANGUAGE SKILLS

Mother tongue(s): **URDU** | **PANJABI; PUNJABI**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C1	C2	C1	C1	C1
ARABIC & FRENCH	A1	A1	A1	A1	A1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user

WORK EXPERIENCE

PAKISTAN AIR FORCE – RAWALPINDI / KARACHI, PAKISTAN

DEPUTY DIRECTOR / SENIOR MANAGER (EQUIV.) – 2016 – 2025

Over the past **8+ years**, I have consistently delivered measurable results across critical areas of complex Supply Chain and Logistics operations, using various **ERP / ALMS / WMS / TMS / VMS / POS / POMS / FMS** software solutions:

(1) TRANSPORTATION FLEET MANAGEMENT

- Oversaw **400+ vehicles** & **200+ drivers**; improved **efficiency by 20%** & reduced **downtime by 15%**.
- Optimized route planning, scheduling, inspections, fuel monitoring, compliance & disposal.
- Executed end-to-end operations across **Land, Sea, Rail & Air** including Customs & Freight handling.
- Implemented **preventive** maintenance & **defensive** driving by Drivers & Maintenance staff training.

(2) PROCUREMENT & CONTRACTING

- Streamlined **end-to-end procurement cycle** (initiation to fulfillment) from vendor selection, pricing and negotiation to contract management, enhancing long-term supplier & end-user relations.
- Monitored **market trends**; handled **import / export** documentation; conducted **purchase orders, tenders & RFQs** in line with SOPs, quality and compliance standards.

(3) WAREHOUSING & DISTRIBUTION

- Achieved **99% inventory** accuracy, **30% better space** use, **25% faster** deliveries; reduced **costs by 20%**, ensured last-mile delivery / shipping and optimal stock availability.
- Tracked **stock levels & replenishment**; Applied **FIFO / FEFO & batch tracking**; Prioritized use of Material Handling Equipment (MHE) and all safety related tools and equipment
- Managed diverse inventory, i.e., **metals, fuels, chemicals, clothing, rubber, gases** and **fresh, dry & frozen food** (perishables & FMCG) articles.



(4) BUDGETING

- Managed **\$100M+** in budgets & contracts; delivered **15% annual savings** with precise demand forecasting.

(5) HUMAN RESOURCE MANAGEMENT

- Cut **turnover by 20%**, resolved **95%** of conflicts / grievances, and led **50+ trainings** for **1,000+ staff**.
- Handled **performance evaluations**, leaves, disciplinary actions, employee motivation and welfare.

(6) HEADQUARTERS EXPERIENCE

- **Resolved decade-old** inter-agency (**Air Force, Army, Navy**, independent/autonomous bodies & various Federal Ministries) issues and influenced strategic decisions through data insights.

 **PAKISTAN AIR FORCE – ATTOCK, PAKISTAN**

ASST. DIRECTOR / MANAGER (EQUIV.) – 2011 – 2016

Built a strong foundation in **Logistics and Operations** management for over **5+ years** in large-scale **Warehouse Management**:

Diverse Goods: Oversaw **90,000+ inventory** items across **10+ warehouses (800,000+ sq. ft.)**, handling **metals, plastics, wood, rubber, chemicals, fuel / oil, clothing**, and **scrap** with **100% safety** compliance.

Hazardous Materials: Cut hazardous goods **incidents by 20%** through **strict safety** & segregation protocols. Improved **lifecycle** monitoring of **temperature-sensitive** items, reducing **spoilage by 15%**.

Inventory Accuracy: Achieved **98% inventory** accuracy via regular audits and **automation**.

 **PAKISTAN AIR FORCE – PAKISTAN**

SECURITY & ADMINISTRATION – 2011 – 2025

Gained additional experience in **kitchen** operations, **accommodation** for **500+ personnel**, sports facilities, **project** planning, CCTV security, feasibility **surveys**, cost evaluations, and incident **inquiries**.

• EDUCATION AND TRAINING

2024 – 2025 United Kingdom

DIPLOMA (LEVEL 7) IN "LOGISTICS & SUPPLY CHAIN MANAGEMENT" OTHM, UK

Website <https://othm.org.uk/>

2015 – 2017 Pakistan

MASTER OF BUSINESS ADMINISTRATION (EXECUTIVE) Comsats University

Website <https://www.comsats.edu.pk/>

2009 – 2011 Pakistan

BACHELOR OF SCIENCE (AERO SCIENCES) Peshawar University

Website <http://www.uop.edu.pk/>

• CERTIFICATIONS / COURSES / WORKSHOPS

NEBOSH IGC

NEBOSH, UK
under process

Lean Six Sigma Black Belt

CSSC, USA
under process

Project Management Professional (PMP)

PMI, USA
2025



Business Analytics (Power BI & Excel)

NodeBook, Pak
2025

OSHA 30

OSHAA, USA
2025

IOSH MS

IOSH, UK
2025

ISO 14001 : 2015 EMS Lead Auditor

LICQual - UK
2025

ISO 9001 : 2015 QMS Lead Auditor

LICQual - UK
2025

ISO 45001 : 2018 OHSMS Lead Auditor

LICQual - UK
2025

SAP MM S4 HANA Consultant Level

DTS, Pak
2025

United Nations Logistics Officers Course (UNLOC)

Port Dickson, Malaysia
2024

Premium Graphic Designing & AI

YETP, Lahore, Pak
2024

Supply Chain Management

LUMS, Karachi, Pak
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 (ERP)

ILM, Rawalpindi, Pak
2013

Add'l. Software Experience

Fuel Management System (**FMS**), Purchase Order Management System (**POMS**), Vehicle Management System (**VMS**)

Textile Materials & Testing

NTU, Faisalabad, Pak
2012

Fire Prevention & Safety Course for Industries

NIFT, Islamabad, Pak
2012

Logistics & ALMS (6 months)

SOL, Kohat, Pak
2011

PROJECTS

Complete Relocation of Large-Scale Warehouses (90,000 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)

NETWORKS & MEMBERSHIPS

USA
Association for Supply Chain Management (ASCM - APICS, USA)

<https://www.ascm.org/> [# 2575801]

UK
Chartered Institute of Logistics & Transport (CILT UK), CMILT®

<https://ciltPakistan.com/> [# CM-3604]

USA
Project Management Institute (PMI, USA)

<https://www.pmi.org/> [# 11923343]

Pakistan
Pakistan Safety Council, Pak, SMPSC®

<https://www.psc.org.pk/> [# 01282]

USA
Coursera Plus, USA

<https://www.coursera.org/> [Annual]



HOBBIES AND INTERESTS

CSCP, CPIM, CLTD

Growth in SCM & Logistics field

Continuous Personal Development

Sports

SOFT SKILLS

Strategic Vision & Planning

Emotional Intelligence

Cultural & Demographics sensitive

Leadership & Team operations

Goal-oriented & Optimistic

Adaptable & Analytical

Time & Resource Management

Customer Service Orientation

Project & Risk Management

SKILLS

Office tools

Google Workspace (Google Drive, Google Docs, Google Slides, Google Sheets, Google Forms) | Microsoft Office (Access, Excel, Word, Outlook, PowerPoint, Publisher)

Social Media Platforms

Social media management (Facebook, Twitter, LinkedIn, YouTube, Instagram)

Graphic Designing & Video editing

Adobe Photoshop, Illustrator, AI | Filmora X (Movie Maker and Editing)