



# AQSA IQBAL

## Procurement & Supply Chain Specialist

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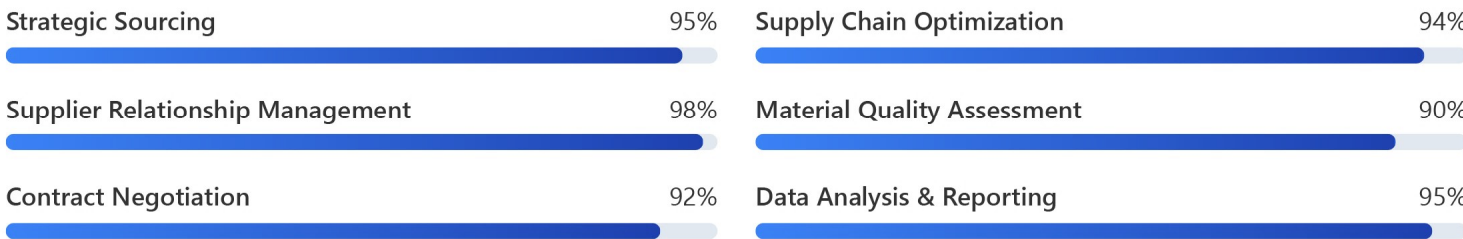
📍 Shenzhen, China

📅 May 25, 1999

## PROFESSIONAL PROFILE

Results-oriented Procurement and Supply Chain Specialist with proven expertise in global sourcing, supplier relationship management, and strategic material procurement. Skilled in optimizing procurement processes, negotiating favorable terms, and ensuring quality standards across international markets. Fluent in Chinese, English, and Urdu, enabling effective stakeholder communication and cross-cultural business relationships. Seeking to leverage my international experience in material sourcing and supplier management to drive efficiency and value in a forward-thinking organization.

## PROFESSIONAL SKILLS



## LANGUAGES



## PROFESSIONAL EXPERIENCE

### Sourcing and Supply Chain Specialist

Scoutbee.com Jan 2022 - Present

Leveraging AI-powered supplier discovery platform to manage and optimize global procurement operations for enterprise clients.

- Developed and maintained a network of over 200 international suppliers across multiple material categories, resulting in 18% cost reduction.
- Analyzed supplier performance metrics and market data to create strategic procurement roadmaps for clients in manufacturing and consumer goods sectors.
- Optimized RFQ processes by implementing standardized templates and evaluation criteria, reducing sourcing cycle time by 30%.
- Facilitated cross-functional collaboration between product development, quality assurance, and logistics teams to ensure seamless material integration.
- Conducted regular market analyses to identify price trends and supply risks, enabling proactive mitigation strategies.

## Sourcing, Purchasing and Logistics Agent

Codi.com Apr 2020 - Dec 2021

Managed premium office furniture procurement and logistics for US-based workspace solutions provider, handling shipments valued at \$20-30K each.

- Sourced high-quality furniture materials from manufacturers across Asia, ensuring compliance with quality standards and design specifications.
- Negotiated with suppliers to secure competitive pricing and favorable payment terms, achieving 12% annual cost savings.
- Coordinated complex logistics operations for international shipments, including customs clearance and documentation.
- Implemented quality control procedures at various production stages, reducing defect rates by 15%.
- Developed and maintained relationships with key suppliers, resulting in priority production scheduling and faster delivery times.

## Supply Chain and Logistics Coordinator

Gasors.com Jun 2019 - Mar 2020

Managed procurement and logistics for US-based food chemicals company, handling shipments valued at \$30-50K with strict regulatory compliance requirements.

- Coordinated international shipments of specialized food-grade chemicals, ensuring compliance with FDA, USDA, and international regulations.
- Managed supplier relationships and negotiated terms for high-value chemical compounds used in food processing.
- Implemented an improved tracking system for shipments, resulting in 98% on-time delivery rate.
- Conducted data analysis on supply chain performance, identifying optimization opportunities that reduced transit time by 22%.
- Collaborated with quality control teams to develop and implement stricter testing protocols for incoming materials.

## International Procurement Specialist

A Man & His Cave Jan 2018 - May 2019

Managed sourcing, quality control, and shipping logistics for premium leisure products (pool tables, arcade machines) for Australian specialty retailer.

- Sourced high-quality materials for premium pool tables and arcade machines, managing shipments valued at \$10-20K.
- Developed quality assurance protocols for wooden components, slate surfaces, and electronic parts, reducing return rate by 18%.
- Negotiated with manufacturers to customize products according to Australian market preferences and regulations.
- Coordinated international shipping logistics, including container booking, customs documentation, and delivery scheduling.
- Collaborated with design team to source new materials that improved product durability while maintaining aesthetic appeal.

## Supply Chain Coordinator

Natural Heroes Mar 2017 - Dec 2017

Coordinated supply chain operations for European sustainable skincare brand specializing in natural, minimalist DIY skin and haircare products.

- Sourced natural and organic ingredients from verified sustainable suppliers across Europe and Asia.
- Managed inventory levels and forecasting, reducing stockouts by 25% while maintaining lean inventory practices.
- Implemented eco-friendly packaging solutions that aligned with brand values and reduced packaging costs by 10%.
- Developed relationships with ethical suppliers that shared the company's commitment to sustainability and fair trade.
- Coordinated with production team to optimize manufacturing schedules based on material availability and demand forecasts.

# EDUCATION

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## Bachelor of Business Administration

Northwestern Polytechnical University, Xi'an, China  
2018 - 2022

Specialization: International Business & Supply Chain Management

## Professional Certification

Supply Chain Management Professional (SCMP)  
International Supply Chain Education Alliance

Comprehensive training in global supply chain best practices and strategies.

## ADDITIONAL COMPETENCIES

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ERP Systems

Material Requirements Planning

Supplier Evaluation

Cost Analysis

International Logistics

Inventory Management

Quality Control

Process Optimization

Risk Assessment

Sustainable Sourcing

Cross-cultural Communication

Microsoft Office Suite

SAP

Data Visualization