

SARTAJ AHMAD

Sales| Logistics Manager | Washington State CPR/First Aid

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EXPERIENCE

Logistics Manager

Primavera Interior Furnishings Ltd 09/2023 - 04/2025 Toronto, Canada

- Oversee shipping and receiving operations, ensuring accurate inventory management and timely deliveries.
- Coordinate import/export processes, maintaining compliance with international shipping regulations.
- Conduct thorough inspections of all products before shipping.
- Ensure premium handling and packing care for all items to maintain their condition during transit.
- Facilitate smooth transitions between vendors and suppliers, addressing their specific shipping needs and managing shipping accounts to ensure seamless operations.

Patrol Officer

PHOENIX PROTECTIVE CORP 01/2023 - 08/2023 Seattle, WA

Private Security Company

- Security Measures: Conducted vehicle patrols, implemented surveillance, and collaborated with law enforcement.
- Incident Response: Responded to incidents, took decisive actions, and documented events.
- Record Keeping: Maintained patrol logs and incident reports, ensuring compliance with regulations.

Associate

Amazon Fulfillment Centre 01/2022 - 01/2023 Renton, WA

BF14

- Making sure the DTC process runs smoothly, time management
- Working as a team to keep the Amazon Flow going
- Forklift/electric pallet jack operator
- Consolidation of orders skills

Assistant Manager Training

Sherman-Williams Paint Store 02/2020 - 12/2022 Noblesville, IN

- Manage daily operations and ensure excellent customer service
- Oversee inventory, restocking, and product orders
- Train staff and drive sales through customer engagement
- Resolve issues, maintain store safety, and ensure policy compliance
- Delivery to customer if needed using commercial vehicle/clean driving record

Delivery Specialist

DoorDash Driver/Uber Driver 01/2018 - 07/2020 Maryland, United States

- Specialized in efficient food delivery operations.
- Maintained a professional demeanor while navigating dynamic urban environments and meeting strict delivery deadlines
- Leveraged local knowledge and GPS technology to streamline routes, enhancing operational efficiency
- Consistently ranked as a reliable driver by maintaining punctuality and adhering to safety standards

Sales Professional

Sherwin-Williams Commercial Paint Store 09/2019 - 03/2020 Salisbury, MD

- Provided expert guidance on professional-grade paints, coatings, and supplies tailored to the needs of contractors, property managers, and commercial clients.
- Assisted clients with bulk orders, custom color matching, and product selection to meet large-scale project specifications.
- Managed commercial accounts, ensuring accurate invoicing, timely order fulfillment, and exceptional client service.
- Supported store operations by maintaining inventory levels, processing large-volume orders, and coordinating logistics for delivery or pickup.
- Built lasting relationships with industry professionals, driving repeat business.

SUMMARY

My main responsibilities as Logistics Manager at Primavera Interior Furnishings Ltd. are to coordinate smooth delivery processes and maintain important supplier connections. My knowledge of international shipping laws and quality assurance is essential to the business's dedication to providing top-notch products. After working at Primavera Interior for more than a year, I have refined my abilities in inventory control, compliance, and managing high-end products—all of which are essential for meeting our exacting requirements. The relationships I've built with premier suppliers like Pierre Frey and Holly Hunt attest to my ability to successfully handle their unique shipping requirements and account management. In addition to ensuring a dependable supply chain, this cooperative strategy has greatly enhanced Primavera Interior's standing as a pioneer in high-end home furnishings.

LANGUAGES

Bangla

Proficient



English

Native



EDUCATION

Undergraduate, Information Systems

Salisbury University

Undergraduate, Business Administration and Management, General

Anne Arundel Community College

SKILLS

Communication Training • Customer Retention •

Customer Loyalty • Sales Processes •

Oral Communication • Automotive Sales •

Customer Satisfaction • Luxury Sales • FedEx ship •

UPS Shipping • Can par shipping • Spire •

Customer Service • Time Management •

Operational Excellence • Microsoft Office •

Zoom workplace • Patrol vehicle