

# Syed Sarmad Kamal

SAP Certified  
Application Associate  
- Procurement With  
SAP ERP 6.0 EhP7

## Contact

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## Skills

### SAP

 Excellent

### Excellent

 Very Good

### SAP MM Certified

 Excellent

### MS Office

 Good

### Time Management

 Excellent

Enthusiastic and diligent individual professionally trained in SAP Software with specialization in Material Management. Completed Masters in Business Administration (MBA) with finance majors and related work experience. Eager to contribute to organizational success through hard work, attention to detail and excellent team building skills. Seeking to apply I skills and abilities to the ever-growing, responsible and challenging position as SAP Consultant & MM Specialist. Motivated to learn, grow and excel in Business Industry. Agile and adaptable staff leader with stellar work history, motivational approach and upbeat nature. Skilled at training employees and leveraging organized approaches to handle daily planning, scheduling and customer service requirements. Forward-thinking and industrious with diplomatic communication style focused on maximizing engagement and satisfaction.

## Work History

2020-01 -  
2021-01

### Assistant Manager - Internal Audit

*Pakistan Telecommunication Company Ltd, PTCL, Islamabad*

- Collating, checking and analyzing spreadsheet data
- Examining company accounts and financial control systems
- Ensuring that assets are safeguarded
- Offered hands-on assistance to customers, assessing needs, and maintaining current knowledge of consumer preferences
- Completed regular inventory counts to verify stock levels, address discrepancies, and forecast future needs

2017-09 -  
2019-03

### Tax Officer

*Ghazi Associates (Pvt.) Ltd, Lahore*

- Interpreted and applied federal and state tax codes for personal, business and corporate taxes
- Responded to taxpayer questions and helped individuals complete and file tax documentation
- Professionally negotiated and dealt with taxpayers in confrontational situations

2017-07 -  
2017-09

### Intern

*Askari Bank Ltd, Islamabad*

- Sorted and organized files, spreadsheets, and

Teamwork

Excellent

Communication Skills

Very Good

Adaptability

Excellent

SAP Certified, MM Specialist

Excellent

Urdu

Excellent

English

Very Good

reports

- Collaborated with senior management on new initiatives to build confidence
- Completed research, compiled data, updated spreadsheets, and produced timely reports
- Analyzed problems and worked with teams to develop solutions
- Conducted extensive research for startup company projects

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## Education

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2013-09 -

### **MBA: Finance**

2017-05

*Capital University of Science & Technology (CUST) - Islamabad, IS*

2010-09 -

### **Bachelor of Arts: Commerce**

2012-09

*Rawalpindi Cantt College of Commerce - Rawalpindi*

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## Accomplishments

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- Documentary on Chaudhry Flour Mill (Pvt.) Ltd
- Islamabad - Explored processes from wheat manufacturing till its distribution & preparing a comprehensive documentary for Operation Management Course
- Project for Business Communication Course - Prepared an advertisement to apply business knowledge & creative skills into practice
- Project for Organization Management Course - Conducted a reality show for the first time in CUST.
- Project for Principles of Marketing Course - Detailed report on launching new product in market

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## Certifications

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2023-07

SAP Certified Application Associate - Procurement with SAP ERP 6.0 EhP7