

MOHAMMAD AZIM SHEK

Plastic Polymer Business Owner & Operations Specialist

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PROFESSIONAL SUMMARY

More than 10 years of experience in business operations, import and supply chain coordination, vendor relations, and negotiation within the plastic polymer sector. Strong record of managing financial oversight, workforce supervision, and long-term business partnerships.

PROFESSIONAL EXPERIENCE

Owner — Al Aqsa Trade International (Plastic Polymer Business) | 2010 – Present

- Procurement, import coordination and distribution of polymer raw materials.
- Negotiation with suppliers & buyers on pricing and credit terms.
- Maintaining partnerships with wholesalers & manufacturers.
- Monitoring market trends & strategic buying decisions.
- Supervising financial records, payment cycles & budgeting.
- Leading staffing, training & performance review.

Team Leader — National ID Project (Operation NoboJatra) | BEC & Bangladesh Army | 2007 – 2008

- Managed registration workflow & field staff.
- Maintained verification protocols.
- Liaised with govt. officials & security teams.

Senior Automation Assistant — BRAC-BHIP | 2008 – 2009

- Supported data systems & documentation.
- Ensured accurate reporting & record entry.
- Assisted with logistics coordination.

EDUCATION

Bachelor of Commerce — Dhaka College (2003)

H.S.C — Ideal College (1999)

S.S.C — Ashrafabad High School (1998)

KEY SKILLS

- Business Operations & Administration
- Import & Supply Chain Coordination
- Negotiation & Business Communication
- Vendor & Client Relationship Management
- Finance Handling & Payment Monitoring
- Team Leadership & Staff Supervision
- Microsoft Office, Tally Accounting

PERSONAL DETAILS

Date of Birth: 10 July 1980 | Nationality: Bangladeshi | Marital Status: Married

Languages: Bengali & English | Blood Group: O+ | Passport No.: A00210735