

## PROFILE



**Forename:** Muhammad Junaid

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**Nationality:** Pakistani

**Professional Experiences:** September 2011- Today (Pakistan & Bangladesh)

**Sector :** Textiles and clothing industry  
(Manufacturing, Sourcing, Import & Export)

### • Skills and Expertise:

- o Product Sourcing
- o Product R&D (Research & Development)
- o Price Quotation and Negotiation.
- o Manufacturing & Sampling
- o Quality Inspection and Assurance.
- o Packing & Logistics coordination.
- o Patterns, Fabric and Accessories sourcing and developments, Stitching Quality, Wash Instructions, Packing Materials, etc.
- o Marketing, Merchandising and Quality Controller
- o Communications and Follow ups.

### Duties :

- o Manage all aspects of date-to-date account management.
- o Understand customer production criteria and help to source with premium collection with competitive price.
- o Resolve all customer needs including requests, inquiries, follow-ups in an accurate and timely manner.
- o Assist the customers during the research and development (RD) phase by carrying out researches of fabric qualities and structures that best meet their season's concept and inspirations.
- o Handling of customer inquiries by submitting samples against their programs.
- o Meet customer expectations in term of styles, quality, colors and design, by coordination with suppliers development team and translate properly the requirements into a sound product.
- o Arrange and dispatched developments samples to the clients.
- o Monitor and follow-up the salesman sample requests, color lab-dips and strike-off.
- o Negotiate and confirm the Production lead-times, Payments and prices with clients and suppliers.
- o Keep the customers up to date on the current status of their orders and SMS (salesman samples).
- o Work closely with the various departments (marketing, merchandising, quality assurance, export etc) in order to provide the customer with accurate and timely information/responses.
- o Ensure that all laboratory tests, audits and certifications requested by the customer are properly carried out.
- o Ensure that all materials needed for sampling and bulk are properly ordered and delivered within the confirmed deadlines.
- o Ensure all approvals including quality, styles, colors, accessories.
- o Ensure a smooth passage of the articles from sampling to bulk.
- o Ensure an on time delivery for prototypes, sampling and bulk.

**• Ensure the product compliance and quality:**

- o Share all technical test requirements with labs for all new materials in order to avoid any quality issues and share all special instructions related to fabrics, accessories, etc.
- o Ensure that all samples and SMS are made according to the customer requirements.
- o Work with R&D, production and quality assurance departments on resolving unforeseen quality issues and ensure that necessary corrective and preventive actions are taken.
- o Organize preproduction meetings.
- o Ensure that the entire order quantity is delivered.
- o Ensure that all inline and final inspections are performed by the QA team.

**• Plan and coordinate the shipments:**

- o Prepare the weekly shipment program.
- o Arrange the shipping documents (packing list, invoice, BL, C.O, and shipment advice etc)
- o Study and analyze customer's guidelines and shipping marks.
- o Ensure on time Ex-Mill and ETD from port (By Sea or By Air)
- o Coordinate with shipping line to ensure vessel ontime delivery.
- o Ensure on time ETA and berthing at arrival port.
- o Coordinate with buyer nominated factory import department and ensure ontime delivery from port.

**• Exhibitions**

- o Denim & Jeans (Bangladesh) February 2016: Attended as Exhibitor
- o Worldtex (Sri Lanka) October 2016: Attended as Exhibitor
- o Attended multiple expo's and seminars to understand about new innovations, products developments and technologies.

**• Markets**

Work with multiple brands through Buying houses and brands Bangladesh offices.

- o USA Market (North Carolina)
- o Europe Market (Work for top reputed brands based in Italy, Sweden, Netherland, etc)
- o UK Market (London)
- o Middle East Market (Dubai)
- o Africa (Morocco)
- o Asia (India)

**• Languages**

- o Punjabi: Mother tongue.
- o Urdu: Mother tongue.
- o English: Fluent
- o Bangla: Beginner