



**Nafisa Anzum Aunisa**

**Ceramic & Metallurgical Engineer | Supply Chain & Production Professional**

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### Career Objective

To contribute to a globally reputed organization where I can integrate my technical expertise in Ceramic and Metallurgical Engineering with Supply Chain and Production Management skills, driving operational excellence, cost efficiency, and sustainable growth.

### Professional Summary

Dynamic and detail-oriented professional with hands-on experience in supply chain management, production operations, and sales support within the ceramics industry. Demonstrated ability to optimize procurement processes, negotiate with vendors, and coordinate production flow to achieve measurable cost savings. Adept at applying engineering knowledge to industrial operations, driving sustainability, and contributing to innovation in manufacturing systems.

### Core Competencies

Procurement & Vendor Management, Supply Chain Optimization, Production Planning & Operations, Cost Reduction & Negotiation, Quality Assurance & Process Control, Sustainable Manufacturing Practices, Cross-Functional Collaboration, Data-Driven Decision Making, Technical Report Analysis (MSDS, TDS)

### Professional Experience

**\*\*Junior Executive – Supply Chain Management\*\*, Excellent Group of Industries | Dhaka, Bangladesh (June 2025 – Present)**

- Manage procurement and sourcing of local and imported (Specialized in LC Opening) Raw Materials for Ceramic Tiles and Sanitaryware divisions.
- Negotiate supplier contracts, achieving measurable cost savings and ensuring uninterrupted material availability.
- Collaborate with production and logistics teams to enhance operational efficiency and reduce lead times.

- Develop and maintain strong vendor relationships to ensure consistent quality and compliance with standards.

**\*\*Sales Support Engineer\*\*, China Glaze Group | Dhaka, Bangladesh (Sept 2024 – May 2025)**

- Provided technical and commercial support for Ceramic raw material Sales and after-sales operations.
- Coordinated with production teams to align supply capacity with market demand and customer requirements.
- Prepared quotations, handled documentation, and ensured on-time delivery to maintain client satisfaction.

**\*\*Guest Instructor\*\*, Bangladesh Institute of Glass & Ceramics (BISF) | Dhaka, Bangladesh (June 2024 – Aug 2024)**

- Conducted professional training sessions on ceramic raw material Processing and Manufacturing Technology.
- Supervised students of laboratory practices and guided to research on Quality Improvement Methods.

**Education & Certifications**

**\*\*B.Sc. in Ceramic & Metallurgical Engineering\*\*, Rajshahi University of Engineering & Technology (RUET) | CGPA: 3.24 | 2019–2024**

**Academic Scholarship (2019–2024)**

**Thesis: Effect of Zn and Ag Co-Doping on Structural, Electrical, and Optical Properties of CuO Thin Films Prepared by Spray Pyrolysis Technique.**

**\*\*HSC\*\*, Holy Cross College, Dhaka | GPA: 4.83 | 2018**

**\*\*SSC\*\*, Holy Cross Girls' High School, Dhaka | GPA: 5.00 | 2016**

**Industrial Training**

**\*\*Bangladesh Insulator & Sanitaryware Factory (BISF)\*\*** – Trainee, Manufacturing, Production, Sales & Marketing

- Trained across all stages of ceramic production from raw material preparation to packaging.
- Conducted laboratory tests for quality assurance and product consistency.

### Leadership & Achievements

- **Vice-President, Barishal Divisional Association of RUET (2023-2024)** - Initiated inclusive leadership programs and cultural events.
- **Executive Member, RUET Debating Club (2022-2023)** - Organized national-level debate competitions.
- **Deputy Country Coordinator, International Youth Summit New Zealand (2020-2021)** - Honing diplomatic, research, public speaking skills and gained profound insights into global affairs.
- **Executive Member, RUET Cultural Club (2019-2024)** - Hosted various events & cultural programmes.
- **Physics lecturer (2021-2022), Uddipon Coaching Centre**
- **Class Representative (2019-2020), Department Of Ceramic & Metallurgical Engineering, RUET**
- **Class Officer & Sports Leader (2016-2017), Holy Cross College**
- **Former Executive Member (2016-2017), Holy Cross College Science, Drama & Debate Club**
- **Winner, Bangladesh Agricultural University Photography Contest (2022).**
- **Sports Awards: Marathons, Badminton, Volleyball, and Chess.**

### Technical Proficiency

MS Word, MS Excel, MS PowerPoint, MS Office Suite, Spreadsheet, InShot (Content Editing)

### Languages

**Bangla & English** - Fluent (Reading, Writing, Speaking)

**Hindi & Urdu** - Proficient (Speaking)

### References

#### **Dr. Md. Bodiul Islam**

Head & Professor, Department of Ceramic & Metallurgical Engineering, RUET

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#### **Dr. Abdullah Al Mahmood**

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