



BHUPENDRA SINGH ASWAL

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OBJECTIVE

Highly accomplished Import Manager with a strong background in International Trade, Logistics & Supply Chain Management, searching a challenging role in the Gulf/African countries to leverage extensive expertise in Import and Export operations, contributing to the success of a reputable organization

EDUCATION

- **2010: MBA (Port & Shipping)** from University of Petroleum & Energy Studies, Dehradun
- **2006: B.Sc.** from H.N.B Garhwal University, Dehradun

CORE COMPETENCIES

- Import & Export
- International Trade Operations
- Supply Chain Management
- Logistics
- Procurement and Sourcing
- Risk Management
- Trade Compliance
- Import Law (Procedures, Tariffs and Duties, Licenses & Restrictions)
- Documentation
- Cost Control
- Sea, Air, overland Cargo Operations
- Warehousing & Inventory Management
- Office Administration

IT SKILLS

- ERP
- NAV
- JD Edwards
- GP Dynamics
- Timics
- Reckoner
- MS Office Suite

PROFILE SUMMARY

- Performance driven professional with 11+ years experience in **Import & Export Process, Trading, Supplier Sourcing, Contract Negotiation, Port and Vessel Operations, Freight Forwarding and Custom Clearance**
- Expertise in key skills such as **strategic planning, effective communication, task prioritization, relationship-building, and leadership**, contributing to the overall success of the organization
- Certified in **Firefighting** in 2022
- Proficient in **bulk trading, container (dry, reefer) managing, Incoterms, inbound & outbound logistics, letter of credit, bill of lading, RFQ, costing, negotiating & foreign trade**
- Successfully improved bottom-line profitability through efficient management of trade operations and **cost minimization**, showcasing a **strong track record of achievements**
- Capable of **conducting thorough market research and analysis to identify new opportunities** for expansion and growth
- Skilled at identifying and mitigating **potential risks in international trade, such as currency fluctuations, political instability, and supply chain disruptions**
- Rich knowledge in **warehousing & distribution concepts, shipping & trade operations source globally**

WORK EXPERIENCE

Sep'20 – Present | Import Manager | Africa Pharmacy Limitada (Shalina Healthcare), Angola- Africa

Key Result Areas:

- Managing all duties of the Import Department, ensuring strict compliance with relevant import laws, procedures, tariffs & duties, while maintaining a strong focus on organizational goals and objectives
- Maintaining all aspects of imports, including approval of shipments, tracking, custom clearance, inventory management & routing to warehouse, ensuring timely delivery of goods
- Planning and implementing import strategies and activities aligned with the organization's goals, collaborating with other departments to establish and maintain effective import activities and support for sales, purchasing, and materials management
- Developing effective solutions to challenges and obstacles in import activity procedures, presenting strong problem-solving skills and adaptability
- Regulating stock control, warehousing, and distribution activities influenced by import activities, ensuring optimal utilization of resources and cost minimization

Jun'19 – Dec'19 | Sales Executive (International Trade) | JJPI Power & Energy DMCC (JJPI GROUP), Dubai- UAE

Key Result Areas:

- Explored and developed new business opportunities in the global market, identified, communicated, coordinated, and negotiated with overseas suppliers/buyers for shipment execution and established long-term business relationships
- Prepared documents to initiate contracts, such as Letter of Intent (LOI) and Purchase Order (ICPO), arranging bulk shipments based on FOB, CFR/CIF terms, and maintained documentation with suppliers/buyers/banks under LC terms and conditions
- Liaised with Finance Department for opening Letters of Credit and transfers, created supplier database for various products & solved queries from buyers & suppliers promptly & in line with service level agreements

Apr'18 – Feb'19 | Sr. Executive-Import & Export (Trading) | Blueswift Exports Pvt. Ltd., Bengaluru-India

Key Result Areas:

- Liaised with international suppliers and manufacturers to match buyer's product requirements, followed up with existing buyers for new inquiries and searched new buyers and suppliers, worked on tenders and inquiries for goods procurement, and found cost-effective rates and met tender deadlines
- Prepared and checked full sets of documents for export managed documentation with suppliers/buyers/banks under LC terms and conditions, attended exhibitions for business development created necessary documents for export, analyzed freight and nominated CHA and freight forwarders for export/import shipments

Sep'15 – Jan'18 | Import Assistant/Port Coordinator (FMCG) | Angoalissar LDA (Webcor Group), Angola- Africa

Key Result Areas:

- Controlled containers inside/outside the port and managed empty unit return to the container yard, coordinated goods inspection with customs/third party and regulated discharge operations of vessels, liaised with ocean surveyors, cargo insurance agents, port authorities, and vessel masters/agents for smooth discharge
- Prepared daily MIS reports on cargo movement, customs processes, and orders in the pipeline, managed local certificates for agriculture and frozen products, followed up with shipping lines/agents for vessel arrival, manifest/DO readiness, and BL legalization, finalized payment invoices for customs agents, transporters, ports, and freight collect shipments, and followed up with overseas suppliers/banks for origin documents and transporters for trailer plans

PREVIOUS EXPERIENCE

Oct'12 – Apr'15 | International Logistics Coordinator (Retail) | Capital Store LLC (Jawad Sultan Group), Muscat, Oman

- Monitored all inbound logistics functions, negotiated freight rates with shipping lines/forwarders for all modes of transportation, prepared local certificates for ministry approvals and followed up with clearing agents, regulated supply chain operations and administrative activities

Oct'11-Sep'12 | Logistics Coordinator (Offshore) | Swiber Offshore (India) Pvt. Ltd., Mumbai, India

- Coordinated with procurement and engineering departments for planning material/vessel, managed day-to-day operations for inward/outward clearance of vessels, maintained MIS records of Re-Export Bonds of Vessel, Material & Equipment, obtained No Remittance Certificate and FEMA for Re-Export of Material/Vessel

Jul'10-Sep'11 | Executive - Operation (Freight Forwarding) | VKM SHIPPING Mumbai, India

- Organized, and managed staff to ensure timely completion of work, followed up with customs for pre and post-shipment export documentation, maintained cargo loading operations for various types of shipments, assisted in business development by performing marketing calls and preparing necessary documents for air and sea freight import/export shipments

PERSONAL DETAILS

- **Date of Birth:** 25th June 1986
- **Languages Known:** Fluent in English and Hindi, Proficient in Portuguese and Punjabi
- **Location:** Luanda, Angola
- **Permanent Location:** Dehradun, India
- **Nationality:** Indian
- **Passport No. & Expiry:** Z5009011 & 26.09.2028
- **Driving Licence:** Angola, UAE, Oman & India