

INDRA SINGH RAWAT

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Looking for career enrichment opportunities in Sales/Logistics/ Liaising/ Coordination with a leading organization

SUMMARY: An astute professional with over **30 years** of experience in Sales, Liaison, Coordination, Logistics, Documentation and Commercial operations.

Presently working as **Manager - Export Sales** with **National Industrial Corporation Pvt. Limited (NICOL)**- A leading IMFL -WHISKY, BRANDY, GIN, RUM and VODKA making Indian Co. having One Distillery and four Bottling Plants with very prominent brand acceptance in UAE, OMAN, SINGAPORE, CONGO, TOGO, IVORY COAST, NIGER, NIGERIA, MALI and KENYA.

Well versed with export sales of IMFL (Indian Made Foreign Liquor) from India.

Proficiency in managing the entire export/import operations encompassing finalization of consignment, Pre/Post Shipment documentation, billing/documentation, bank interaction, customs clearance, logistics, etc.

- Understanding of Indian EXIM Policy, Customs & Excise rules & regulations. Experienced in managing Main Line (MLO) & Non-Vessel Owning Common Carrier (NVOCC) operations.
- Deft at liaising with government / regulatory authorities for keeping compliance with statutory obligations & obtaining necessary sanctions / clearances.
- Conversant with Incoterms and its implementation as well as specific documentary requirement of particular country or continent.
- An effective communicator with exceptional relationship management skills with ability to relate to people at any level of business.

CAREER FEATURES

Since Dec 2012 (just completed eight and half years' continuous service on 12th June 2021) working with National Industrial Corporation Pvt. Ltd.(NICOL) as Manager (Exports-Sales)

The Highlights

- Contributed in Co's highest ever Sales in the year 2012-13.
- Developed with team work new buyers in Singapore, Thailand and Korea.
- Also made successful efforts to establish Co's brands in Ivory Coast and Kenya recently.
- Streamlined the unit dispatch system to a zero breakage delivery of consignments to various buyers /destination by suggesting improved packaging style of the goods dispatched.
- Efficiently and economically Handled the Air and Sea Imports of various Concentrates and Flavours from France involving FSSAI procedures in association with CHA.
- Handled Redemption of five Advance Licences and obtainment of 3 nos FMS (Focus Marketing Scheme) Licences under Export Incentive Schemes of DGFT.
- Successfully completed the task of arranging Excise Verification Certificates(EVC's) pending for long with various Custom Ports.
- Distinguished efforts towards managing the complete commercial operations, along with a team of 10 people.
- Played a major role in receiving compensation from ECGC of India against the claims arising out of buyer's payment default

- Successfully received compensation from ECGC on two Payment default claims.
- Actively involved in:
 - o Preparing pre-shipment documents, post shipment documents and sending post shipment documents through Bank or direct to buyer.
 - o Making Invoices on ERP System.
 - o **Handling the Govt. export benefits like Duty Drawback and MEIS (now replaced with RoDTEP Scheme) with DGFT through consultant.**
 - o **Arranging general insurance for shipments and cargo and arranging complete follow-up and documentation with Insurance Co. in case of any loss/damage to the cargo and also provide complete support to the consignee/buyer for Insurance claim in case of CIF shipments.**
 - o **Co-ordination and follow-up with FSSAI (Food Safety And Standards Authority of India) for imported Flavours and Concentrates.**
 - o Maintaining exports, imports shipment, Sales/Purchase order, RFQ registers on computer.
 - o Handling application for obtaining licenses for capital goods & credit cover for new buyer.
 - o Coordinating with the buyers/consignee to keep them closely updated of the shipment status and ensuring a hassle-free banking/clearance documentation.
- Ensuring:
 - o Coordination with CHA and Shipping Line and freight forwarders for arranging the shipments.
 - o Following-up with the CHA for bills of lading, bills of entry, shipping bills and other original shipping documents duly customs attested.
 - o Synchronizing with CHA for Imports clearances and arranging to provide them all the required shipping documents and other customs declarations for speedy clearance.
 - o Maintaining third party export data and ensuring timely obtainment of relevant excise and sales tax exemption documents from them to ensure a smooth export by the clients.

Areas of Strengths

- ⇒ **Commercial Operations:** Managing the import and export operations, keeping compliance with custom laws, notifications, tariffs, EXIM policy and procedures and RBI rules and guidelines. Ensuring timely and maximum realization of export incentives. Attending to Customs, Excise & DGFT litigations with respective appellate authorities.
- ⇒ **Logistics:** Supervising logistic operations viz., inland transportation up-to factory warehousing. Coordinating with custom house agents, C&F agents and other external agencies for ensuring timely clearances and cost effective transport solutions. Negotiating with transporters etc. to ensure seamless and cost-effective movement of consignment.
- ⇒ **Documentation:** Verifying letters of credit and presenting negotiation documents in compliance to the L/C terms. Conducting shipment inspections for various countries by various inspection agencies such as SGS, ITENG, BUREAU VERITAS, and COTECNA. Handling complete documentation as per the export benefits regulations.
- ⇒ **Receipt operations:** Managing the receipt of materials receipts of materials against Delivery challans or Invoices or through Carriers. Placing of Inspection memos for the materials received. Preparing receipts orders, departmental stock reports etc., for suitable materials. Entering of LR/RR details after receipt of documents from Bank. Arranging freight pay orders, handling arranging of clearance of consignments from the transport carriers.

PREVIOUS ASSIGNMENTS

July 93 - Dec. 2012 - Eastern Medikit Limited as Deputy Manager-Commercial

Feb 89 – Jul 93 Uptron Color Picture Tubes as Materials Assistant

Jun 87 – Feb 89 Khandelwal Hermann Electronics Limited as Commercial Assistant

CERTIFICATIONS: Certification in Export Marketing, Shipment and Logistics by PHD Chamber Of Commerce & Industry

TRAININGS

- Export Market Development, Incentives Of Various Schemes by Indian Chamber Of Commerce
- Exporters, Meet Organized by ECGC of India from time to time.

EDUCATION

2000 PGDMM from IGNOU, New Delhi
1991 Bachelor of Commerce from University of Delhi
2001 English Language Certificate from NELTS, Hyderabad

IT SKILLS: MS Access, MS Office and Internet Applications

PERSONAL

Date of Birth: 7th December 1965
Address: E-285/13, Khajoori Khas Colony (Near S.B. Public School), Delhi-110 094

REFERENCES AND DOCUMENTS AVAILABLE ON REQUEST
