



Profile

As a Logistics Executive, we always have to be on our feet to provide freight solutions to meet customer's datelines with 0 room for error due to the time-sensitivity of the shipment. Critical thinking to provide solutions and meeting customer's expectations are factors which motivates me to serve people.

Previously as a Management Trainee, I am expected to come up with work improvement processes to streamline processes for the team to improve overall operational efficiency. In my last company, I have also set up a uniformed and common tracking system for the team's use and also introduced / tweaked certain processes to have a more efficient work flow.

Being in the logistics industry for 8 years, I am currently seeking an opportunity to expand my set of skills, gain new knowledge and contribute to the company to further grow my career.

Education

2011 – 2012 Bachelor In Business Management (*Royal Melbourne Institute Of Technology*)

2009 – 2010 Diploma In Management Studies (*Singapore Institute Of Management*)

National Service

Completed: 8 December 2008 **Vocation:** Combat Service Support Personnel

Performance: Very Good **COS:** Outstanding

Experience

Company Name : Great Eastern Financial Advisers

Company Industry : Finance & Insurance

Job Title : Representative

Date Joined – Left : Aug 2021 –

Reason for leaving : Looking for a sustainable and stable career

Jobs Description/Duties :

- Risk Management & Financial Investment Planning for clients.

Experience

Company Name : Bourbon Offshore Asia

Company Industry : Oil & Gas

Job Title : Logistics Executive

Date Joined – Left : June 2018 – July 2021

Reason for leaving : Looking for better career progression or new environment

Jobs Description/Duties :

- Liaising with internal and external stakeholders of various nationalities
- Come up with work improvements, create/improvise SOPs
- Managing consolidation of spares from various vendors to different destinations
- Managing of inventory for warehouse stocks movement
- Source / negotiate for better rates with forwarders

Experience

Company Name : DBS Bank Ltd

Company Industry : Banking & Finance

Job Title : Analyst – Customer Centre, Technology and Operations

Date Joined – Left : February 2018 – June 2018

Reason for leaving : Unable to commit to shift hours during that period

Jobs Description/Duties :

- Assist customer on banking related matters
- Handle customer's complaints and work on solutions

Experience

Company Name : Global Airfreight

Company Industry : Logistics - Freight Forwarding

Job Title : Management Trainee – Customer Relations Executive (Aviation)

Date Joined – Left : April 2013 – February 2018

Reason for leaving : Looking for better career progression or new environment

Jobs Description/Duties :

- Liaising with internal and external stakeholders of various nationalities
- Compile monthly statistics to present to department and management meetings
- Come up with work improvements, create/improvise SOPs
- Manage a team, handle customer's complaints and work on solutions

Skills & Strengths

- Good Analytical and Problem – Solving Skills
- Able to work in a Team or Individually
- Able to manage a team & ensure smooth daily operations
- Good Interpersonal and Presentation Skills
- Very Self-Motivated and Fast Learner

Detailed relevant job duties are as follows:

- Booking and creating shipments. Maintaining simple inventory for cargo consolidation to improve overall yield.
- Negotiating with airlines for ad-hoc/lower rates for volume/odd-sized cargo
- Follow up closely with stakeholders of various nationalities: Update of uplifting status and provide after-service support
- Hand carry spares to vessel located overseas on urgent basis for critically-urgent spares
- Visit vendor at site in order to better understand their limitations and also discuss on having better work process flow in future
- Managing of inventory for warehouse stocks movement
- Warehouse stock take and packing of spares to be shipped out