
Objective

To obtain a position that specializes in logistics, shipping, supply chain management, freight forwarding and further branches out to different key roles to hone my skills in the logistical area and further my knowledge .

Skills & Competencies

- Coordinating and managing shipments and inventory.
- Proficient at coordinating barge order, air deliveries, monitoring and documenting shipping rates, negotiating shipping rates and contracts.
- Specialized in coordinating complex multi transport routing projects and shipping.
- SAP (ES COURSE)
- Critical Thinking and Analytical skills to project ideas

Language Proficiency

- English- Advanced spoken and written
- Tamil- Advanced spoken and written
- Malay- Basic Understanding of spoken Malay

Education

University College of Dublin 2016-2018

Bachelors in Commerce Logistics and Supply Chain Management (2nd Class Hons)

Kaplan Higher Education Academy 2012-2013

Diploma in Commerce (Logistics Management)

Kaplan Higher Education Academy 2012-2012

Certificate in Foundation Studies

Institute of Technical Education Singapore 2007-2009

National ITE Certificate in Electrical Technology (Power and Control)

Fuchun Secondary School 2002-2005 GCE

‘O’ Levels

Employment History

ST Engineering (Aviation Logistics Centre)

March 20 – March 22

Executive (Logistics & Operations), AFSB – SB
(Head of Receipt and Dispatch Department)

Job Scope:

- Sustaining service offerings for the respective functions under his/her charge.
- Ensuring monthly O&A billing is timely submitted for services under his/her purview.
- Ensuring resources under his charge are continually optimized to meet service requirements.
- Meeting Contractual Key Performance Index (KPIs) for the respective functions and services under his/her charge.
- Ensuring KPIs are compiled and billed accurately & timely for services that under his/her purview.
- Conducting customer visit to resolve issues with users and to improve service provider/user relationships.
- Initiating and implementing the agreed joint-initiatives projects with customers.
- Participating in Innovative Solutions by contributing new Business or Service Ideas
- Complying with Corporate Governance Guidelines
- Minimizing Stock Loss and Discrepancies.
- Managing Staff Over-time and comply with Guidelines.
- Accounting for safety & quality related matters for functional areas under his/her purview.
- Plan and schedule daily activities and disseminate daily tasks for operation to be carried out on all request.
- Work closely with RSAF counterparts and provide logistics solution.
- Ensure collation of work and material replacement/transfer requirements.
- Setting/periodic monitoring of daily outputs of productivity.
- Work with customers to ensure all receive good are in good condition, also clear with necessary vendors and PMTs to rectify errors in SAP.
- Support DM on material management/meetings.
- Working closely with inter departments/intra SBUs for good delivered and goods issued related matters.
- Liaising with vendors and contractors to ensure timely delivery/return ordered goods.
- Prepare weekly reports for meetings held by RSAF.
- Manage subordinates performance and evaluating their outputs.
- Key project Stakeholder(2 projects)
- Production Job management/analysis to ensure smooth output and closure of job is SAP system.
- Monitor and ensure all our accounts with customer are updated and in order.

Boskalis International.

Jan 19 - Jun 19 (6 month contract)

Project Logistics/ Operations Executive

Job Scope:

- Plan and schedule daily activities work closely with project stakeholders on all request.
- Assist and facilitation of material requisition, monitoring of ordered material or shipment status, liaising with supplier, vendor & transport(local) on material moment.
- Plan and coordinate onsite activities ensure required material are receive timely.
- Coordinate with onsite service provider facilitate material smooth movement during transferring from and to Barge.
- Control and monitor of onsite material movement documentation, maintain proper record of on-site activities.
- Monitoring and follow up any change on the material need/movement status.
- Timely update resolves any non-conformance material order, supply to project stakeholder.
- Maintain material status log and record involved with the project (non-consumable).
- Handle general administrative support and coordination, ensure document traceability and maintain proper record of equipment related certification.
- Maintain of project's PPE materials record.

Dotcom Delivery

July 18 – Dec 18 (6 months contract)

Account Executive (Last Mile Delivery Courier Service)

Job Scope:

- Develop sales strategies to increase revenue and establish new customer, by networking, cold calling, advertising or other means of generating interest from potential clients.
- Achieve personal sales targets by developing new business
- Grown retain existing accounts by presenting new solutions and services to clients.
- Identify opportunities for campaigns, services and distribution channel that will lead to an increase in sales.
- Submit weekly progress reports.
- Liaising with foreign agents and counterparts.
- Other administrative and ad-hoc duties if required.

Republic of Singapore Air Force

April 2014 – July 2018

Air Defence Systems Specialist (ADSS)

Job Scope:

- Leading a team as the Firing Unit Commander.
- Led the platoon as Deputy Platoon Sergeant for various exercises.
- Logistics Support crew for Exercise Air Guard 2015 & 2017
(Bilateral exercise with the Royal Brunei Air Force).

- Delegate information passed down from higher command post to the team.
- Detect air threats to Singapore air space through specialized internal system.
- Team up with other members of the SAF to cue parade segments as part of the organizing committee (Cue Team) for National Celebrations (National Day Parade 2016 and 2018).
- Oversee logistical details for Ground Based Air Defence Sports Challenge 2018 as the logistics-in-charge.
- Sourcing and ordering of food and beverages as the Co-In-Charge (F&B) for ADSS Learning Day 2018.
- Inspect loads and conduct lessons for colleagues in the same unit as Subject Method Expert for underslung operations (Heli Ops).
- Plan servicing dates for combat systems in the unit.
- Liaise with external contractors such as Defence Science and Technology Agency (DSTA) and Singapore Technology (ST) Groups for serviceability of combat systems.
- Monitoring tools calibration dates of individual air defence systems as tools-in-charge for unit.
- Coordinate and conduct lessons for ADSS in Divisional Air Defence Group as Continuous Trait Learning in-charge.

A&T Freight Management Pte Ltd
Logistics/Documentation Executive

April 2012 – March 2014

Job Scope:

- Documentation Executive for export operations
- Job scope involves understanding the end to end activities for specific projects with hands on opportunities, as well as the Design-Implement-Manage cycle
- Understand nature of logistics and the requirements of MRO (maintenance, repair, and overhaul) organizations
- Involved in the tracking and tracing of shipments, freight auditing, billing and invoicing processes, database development as well as process improvement projects.
- Performed time studies to plan the most appropriate route for shipment, taking into account the hazardous nature of goods, cost and transit time
- Track and trace shipments using Microsoft Access, Excel and EDI to ensure that lead time requirement was met
- Audit cycle time improvement
- Issuing tax invoices, payment voucher, vendor invoices, manifesting the whole shipment
- Profit and loss reports on every individual shipment.

TNS OCEANS LINES PTE LTD
Wharf Operations Supervisor

August 2011 – October 2012

Job Scope:

- Allocate resources to carry out vessel loading and unloading plan
- Conduct audits on compliance to Workplace Safety and Health (WSH) requirements
- Deploy staff to match operational demands
- Facilitate communication between the executive and working staff
- Monitor vessel arrival and discharge to coordinate cargo loading and unloading
- Oversee cargo handling operations
- Perform daily planning on resource allocation (berths, yard and stowage planning)
- Propose workflow improvements to improve efficiency
- Recommend initiatives to enhance vessel operations and productivity
- Supervise lashing operations

National Service and Regular Services

Vocation: Air Defence System Specialist (ADA)

Appointment: Firing Unit Commander

Duration: 09 April 2014 to present

Rank: 1st Sergeant

Vocation: Armoured Infantry Trooper

Appointment: Team Commander/ 84mm Operator, Combat Team HQ

Other Appointment: Armskote Men/ Store

Duration: 12 June 2009 to 11 June 2011(Completed Full Time NS)

Rank: Lance Corporal

Additional Information**Driving License**

2B, 2A, 2, 3

Last Drawn Salary:

\$3500

Availability:

Immediate

Expected Salary:

\$4000

REFERRALS

