

VIJAYARAJA A



25/15, K R Ramasamy Nagar, Velachery Main Road
Opposite Police QTS, Velachery, Chennai - 600 042
Email: vijayaraja.6253@gmail.com
Phone No: +919566856253

Professional Summary

Experienced and skilled Shipping Specialist utilizes good knowledge of shipping and receiving in manufacturing environments. Has strong communication skills and is able to work as an integral team member.

Core Qualification

- 6 years experience in e-publishing field
 - Export & Import Clearance
 - Filing Checklist Export & Import (ONS Software)
 - Documentation Work
 - Excellent oral communication skills
 - Proficient with computer and Microsoft Outlook, Excel and Word
 - Strong understanding of shipping and receiving processes
 - Good experience working in CHA
 - Good ability to work as a valued team member
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Internship

Ragavandhra Shipping Services, Andhra, Visakhapatnam. 21-Sep-17
to 18- Nov-17

Experience

1. Spi Global Pvt Ltd (Laserwords) Chennai. March -2013 to July -
2017

2. Scientific Publishing Services Pvt Ltd, Chennai. July-2011 to Feb-2013.

Education Qualification

Qualification	Name of the Institution	University / Board	Year of Passing
Professional Diploma (Logistics & Shipping)	Indian Institute of Logistics, Chennai		2017
D.M.E (Mechanical)	Arulmigu Kallalagar Polytechnic College, Melur	Anna University	2010
H.Sc	Gov. Hr.Sec.School	State Board	2007
S.S.L.C	Gov. Hr.Sec.School	State Board	2005

Technical Skills

Operating System : Windows (XP, 2007, 2008)
Office-Tools : MS-Office (Word, Excel, PowerPoint)
Other : Adobe Professional (Acrobat, Photoshop),
Typewriting, FTP

Personal Detail

Name : Vijayaraja A
Father's Name : Alagar K
Date of Birth : 24 May 1990
Sex : Male
Nationality : Indian
Languages Known : English, Tamil.
Permanent Address : 665/4-80, Patcheri, Gandhi Nagar, Kalloorani (post),
Sivagangai (Tk), Sivagangai (Dist),
Pin code - 630 561.

Place : Chennai

Date :

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