



+971569375686

ajin7736@gmail.com

Deira, , Dubai, United Arab Emirates

SKILLS

Supply Chain Management

Logistics Software

Inventory Management

Transportation Management

Contract Negotiation

MS Office Word & Excel

Vender Management

Import Export Documentation

Warehouse Management

Freight Forwarding Operations

LINKS

LinkedIn:
www.linkedin.com/in/ajin-tv-b7682a20a

LANGUAGES

English

Hindi

Malayalam

Tamil

AJIN TV

LOGISTICS OPERATION EXECUTIVE

ABOUT ME

Dynamic Logistics Operation Executive with 5 years at DHL BLUEDART EXPRESS LTD, adept in Supply Chain Management, advanced Logistics Software, and robust Inventory & Transportation Management. Excel in Contract Negotiation, MS Office proficiency, and Import/Export Documentation. B.Com graduate eager to leverage expertise in Vendor Management and drive operational excellence in your esteemed team.

WORK EXPERIENCE

Logistics Operation Executive
DHL BLUEDART EXPRESS LTD / Aug 2018 - Feb 2023

- Plan and implement logistics strategies to optimize cost and improve efficiency.
- Oversee the daily operations of the logistics department including shipping, receiving, and inventory control.
- Ensure compliance with all local and international laws and regulations related to logistics and transportation.
- Hire, train, and supervise logistics team members to ensure efficient operation of the department.
- Implement safety and quality procedures to ensure a safe working environment for all logistics personnel.
- Improving customer relationship by analysing customer information and needs.
- Keeping track of the account and providing ongoing customer support
- Coordinating and monitoring inbound & outbound operations.
- Ensuring that operations meet legal and regulatory requirements and are in compliance with ISO standards.
- Collaborating with transportation systems to ensure prompt shipment pick-ups.
- Responding immediately to customer questions and complaints, and notifying them of any delays in the delivery schedule.
- Good Knoweldge about Logistics Software.
- Managed & tracked package transfers such as bills of lading , delivery reciept, packing list & load tags.
- Handled high-Volume paperwork & collaborated with administrators to resolve invoicing & shipping problems

Sales Executive
TR TYERS PVT LTD / Feb 2023 - Apr 2024

- Building rapport with a customer and subsequently closing the deal.
- Devising and implementing the organisation's sales strategies.
- Finding new channels for selling and distributing products.
- Meeting and greeting customers and making them feel welcome.
- Ensuring sales targets are met before the specified deadlines.
- Using negotiation and communication skills to sell new products in small retail.

EDUCATION

Bachelor of Commerce
University Of Calicut / Thrissur, Kerala / 2017

Professional Diploma In Logistics And Supply Chain Management
Institute Of Keltron / Thrissur , Kerala / 2018

PERSONAL DETAILS

Date of birth	Nationality
09 Feb 1996	INDIAN
Visa status	Marital status
Visit Visa	Single