



AFSAR MUHAJAM R

Logistics/Operations Executive

Sharjah, UAE

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SUMMARY

Motivated Logistics and Supply Chain professional with hands-on experience in customs clearance, documentation, shipment coordination, and warehouse operations. Skilled in E- Mirsal II system, HS code classification, tariff calculations, and import/export regulatory compliance. Strong analytical, coordination, and problem-solving abilities with the capacity to support end-to-end freight operations across air, sea, and land freight.

WORK EXPERIENCE

Operations Executive (Intern) ShadowFax Private Limited, Chennai, India

Feb 2025 – Apr 2025

- Received and inspected inbound shipments; verified items against invoices and maintained documentation.
- Coordinated order fulfilment including picking, packing, and timely dispatch of goods.
- Organized warehouse layout to maximize space utilization and ensured FIFO inventory rotation.
- Supervised warehouse staff; assigned tasks, monitored performance, and managed shift planning.
- Maintained shipment and return records; handled damaged goods documentation; updated warehouse SOPs
- Coordinated with clients (Meesho, Nykaa, Purple, Ajio) to achieve SLA compliance.
- Knowledgeable in mail draft to follow up the shipments.

Warehouse & Logistics Support (Intern Support Functions) Chennai Logistics Support Projects (Academy Practical)

Aug 2024 – Jan 2025

- Supported HR in training, recruitment, and payroll activities.
- Assisted in purchasing and vendor management.
- Gained exposure to Quality Control, product inspection, and testing.
- Assisted Finance with transactions, reporting, and budgeting.
- Learned packaging operations, materials, and techniques.

EXPERTISE

- Customs clearance and UAE import/export compliance
- HS codes, tariffs, and EMIRSAL-II documentation
- VAT, duties, and shipment cost calculations
- Manage Free Zone, Transit, and ROW shipments
- Coordination with logistics, customs, and clients for timely dispatch

EDUCATION

MBA (Logistics & Supply Chain Management) – Rohini College of Engineering & Technology (Anna University)

Aug 2023 - May 2025

B.Com (CS) - Muslim Arts College (MSU)

Jun 2020 - Mar 2023

CORE SKILLS

- Customs Clearance & Documentation
 - E-Mirsal II Portal (Import/Export)
 - HS Code & Tariff Classification
 - Air & Sea Freight Coordination
 - Custom & Vat Duty Calculations
 - Shipment Tracking & Transit Procedures
 - Supply Chain Process Coordination
 - Problem Resolution & Client Support
 - MS Office | SAP MM | ERP & Tracking Systems
 - Data Entry & Reporting | BOE Processing
 - Logistics Planning & Scheduling
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PROJECTS

Supply Chain Management Study – ShadowFax (2025):

- Analyzed logistics and inventory processes, evaluated supplier performance, and optimized supply chain flow.

Research Project – Consumer Attitude Towards Plastic Money (2023):

- Studied factors influencing digital payment adoption, consumer trust, and perceived convenience.
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TECHNICAL SKILLS

- MS Office (Excel, Word, Outlook)
 - SAP MM ERP & Order Processing
 - Systems E-Mirsal II (Customs Documentation)
 - Shipping & Freight Tracking Portals
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LANGUAGES

- English
 - Tamil
 - Malayalam
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PASSPORT & VISA

- Passport No: T3680561
 - Passport Validity: 08/10/2029
 - Visa Status: Valid Until 10/11/2025
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DECLARATION

Hereby declare that all the details mentioned above are in accordance with the truth and fact as per the knowledge and hold the responsibility for the correctness of the above-mentioned information.

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