

# MOHAMED FASIL

## LOGISTICS OPERATIONS EXECUTIVE

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### SUMMARY

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Experienced Logistics and Cargo Operations Professional with over 2 years of expertise in logistics and warehouse coordination, cargo operations, inbound/outbound logistics, export/import documentation and invoicing. Proven track record in handling cargo documentation, ULD operations, and end-to-end shipment coordination with airlines, freight forwarders and ground staff. Skilled in using ERP systems and Galaxy (invoicing) to streamline billing, reporting and tracking processes. Certified in Dangerous Goods Regulations (DGR) and Airline and Airport Management, with strong knowledge of international shipping standards and regulatory compliance. Known for delivering operational efficiency, reducing delays and maintaining high customer satisfaction in fast-paced logistics environments.

### PROFESSIONAL SKILLS

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Freight Forwarding | Air Cargo Operations | Import & Export Logistics | Customs Clearance | Dangerous Goods Handling (DGR) | Logistics Coordination | Warehouse & Inventory Management | ULD Build-up/Break-down | Shipment Tracking & Reporting | Cargo Documentation (AWB, BL, Manifest) | ERP Systems | Galaxy (Invoicing) | Microsoft Excel (VLOOKUP, Pivot Tables) | Customer & Stakeholder Communication | Process Improvement | SLA & Compliance Management | Team Collaboration | Problem Solving | Airport Ground Operations | Supply Chain Support | Operational Efficiency | Time Management | Microsoft Word | Microsoft PowerPoint | Microsoft Outlook

### EXPERIENCE

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#### **Menzies Aviation Pvt. Ltd – Bangalore, India (May 2023-November 2024)**

Operations Executive

- Managed end-to-end freight forwarding operations for import/export cargo, ensuring compliance with customs regulations and reducing shipment delays through proactive coordination.
- Processed and verified Airway Bills (AWB), cargo manifests, commercial invoices and other import/export documentations.
- Collaborated with airlines, freight forwarders, customs, warehouse supervisors and ground handling teams.
- Oversaw cargo handling, customs clearance, and final delivery coordination with ground handling teams and clients.
- Maintained warehouse and inventory operations for daily cargo volumes exceeding 15 tons, improving storage efficiency and reducing cargo misplacement.
- Utilized ERP systems, warehouse management software (Galaxy) and advanced Excel tools (Pivot Tables, VLOOKUP, Data Analysis) to track shipments, billing and generate day-to-day reports.
- Enhanced customer satisfaction by providing real-time shipments status update, resolving issues promptly and maintaining strong communication with stakeholders

- Led coordination for ULD build-up and break-down operations, ensuring on-time dispatch rate while identifying and resolving process to boost team productivity.
- Addressed and resolved shipment delays, discrepancies, and service issue promptly and professionally.
- Ensured strict compliance and documentation accuracy as per international shipping standards and company policies
- Collected warehouse handling charges and created invoices by using Warehouse Management Software (Galaxy).
- Recorded and reported the accurate tonnage of cargo imported and exported.

## **EDUCATION**

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**Secondary School Leaving Certificate – The Nilgiris, India (2016-2017)**  
St. Thomas Matriculation Higher Secondary School

**Higher Secondary Education – The Nilgiris, India (2017-2019)**  
St. Thomas Matriculation Higher Secondary School

**Bachelor of Business Administration and Aviation Management – Coimbatore, India (2019-2022)**  
CMS College of Science and Commerce

## **CERTIFICATES**

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**Dangerous Goods and Regulations Certificate** 2024  
Blue Dart Aviation Ltd

**Airline and Airport Management Certificate** 2022  
Cirrus Aviation Academy

## **LANGUAGES**

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- **English** - Fluent (Professional Working Proficiency)
- **Hindi** - Fluent (Professional Working Proficiency)
- **Tamil** - Fluent (Professional Working Proficiency)
- **Kannada** - Conversational (Limited Working Proficiency)
- **Arabic** - Conversational (Limited Working Proficiency)
- **Malayalam** - Native Language

## **ADDITIONAL INFORMATION**

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- Indian Driving License – Valid
- Currently on Visit Visa in UAE
- Available for joining immediately