

# SIVARAJ NAGARAJAN

## LOGISTICS OPERATION SUPERVISOR

### CONTACT

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-  Dubai, UAE

### SKILLS

- Supply Chain Management
- Inventory & Warehouse Administration
- Logistics & Transport Planning
- Cargo Handling & Airline Industry Expertise
- Customs, Import/Export, and IATA Regulations Compliance
- Technical Skills: MS Office, Outlook, Zoho
- Communication & Leadership
- Dangerous Goods Handling (IATA Certified)

### PERSONAL DETAILS

Nationality: India

Date of Birth: 24-Oct-1992

Gender: Male

Marital Status: Married

Visa Status: Residence Visa

Passport No: C9630535

Passport Issue Date: 21-Mar-2025

Passport Expiry: 20-Mar-2035



### PROFILE

High-performing Cargo, Supply Chain, and Logistics Management professional with 4+ years of progressive experience in strategic planning, cargo operations, cost optimization, process improvements, and team leadership. Skilled in ensuring the secure, efficient, and compliant movement of goods while maintaining accurate records and resolving customer concerns with professionalism.



### WORK EXPERIENCE

**Logistics Operation Supervisor** FEB 2025 - PRESENT  
SAI Global Logistics FZCO – Dubai, UAE

- Supervised logistics operations, ensuring efficient staging and shipping of products to meet international standards.
- Conducted inspections to verify product quality and compliance with regulations.
- Oversaw labeling processes to ensure all products met export requirements.
- Managed shift assignments for a team of employees, optimizing productivity to meet customer demands.
- Led recruitment initiatives, enhancing team performance and morale.
- Oversaw payroll data entry, ensuring accuracy and timeliness.
- Implemented process improvements that enhanced operational efficiency and reduced costs.

**Cargo Handling Assistant** NOV 2021 - JAN 2025  
Emirates SkyCargo – DXB, Dubai, UAE

- Developed and led operational plans aligned with strategic objectives.
- Achieved operational goals by contributing insights and implementing action plans.
- Measured and communicated results on key strategic initiatives.
- Steered error-free stock and warehouse inventory using HHT with 100% accuracy.
- Resolved warehouse discrepancies by updating systems and booking shipments on FIRAV with priority, ensuring timely communication with Operations and Outstations via SBHR.
- Conducted surveys for VUN and VAL shipments with relevant authorities.
- Coordinated with customs officials via email and phone to resolve discrepancies.
- Delivered customer service and GHA support.
- Prepared Cargo Damage Reports (CDR) as per procedures upon consignee/agent requests.

## SOFT SKILLS

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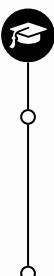
- Leadership & Team Management
- Time Management & Multitasking
- Adaptability in Fast-Paced Environments
- Negotiation & Conflict Resolution
- Customer Service & Relationship Building
- Attention to Detail & Accuracy



## KEY ACHIEVEMENTS

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- Reduced cargo handling errors by 15% through improved process controls.
- Successfully handled high-value (VAL) and vulnerable (VUN) shipments with 100% compliance.
- Recognized with distinction at Emirates Aviation College for Airline Cargo Industry studies.



## EDUCATION

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### Aeronautical Engineering

Nehru Institute of Technology - Coimbatore, India

2014

### Airline Cargo Industry Certification - Qualified with Distinction

Emirates Aviation College - Dubai, UAE

## REFERENCE

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Available on request

## DECLARATION

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I hereby declare that the information provided above is true and correct to the best of my knowledge and belief.