

Samal Zakkir

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 Al barsha 2, Dubai  . DOB 24-10-1997  .Visa status: visit visa
 Passport number R9037930, Exp 19-02-2028



OBJECTIVE

I'm an adaptable and innovative qualified that would help to utilize the abilities which are developed through my experience and education. I'm looking to develop my expertise in new concept development, simulation and validation within a forward-thinking company. I'm willing to travel and relocate if necessary. Ability to perform multi tasks without fatigue and deliver par excellence while adapting to any environment.

PROFESSIONAL EXPERIENCE

LOGISTICS COORDINATOR AT BLUE DART EXPRESS LIMITED, TRIVANDRUM, INDIA

7 JUNE 2020 - 4 NOVEMBER 2023

- Coordinate and monitor supply chain operations.
- Maintain relationships with carriers and consignee.
- Coordinates with consignee in regards with the shipments
- Plan and track the shipment of final products according to consignee requirements
- Solves client-specific freight/shipment issues from point of order placement to completion
- Keep logs and records of warehouse stock, executed orders etc.
- Prepare accurate reports for upper management
- Identify and fix shipping errors.
- Ensure accuracy of orders and shipping documents.

KERALA STATE INDUSTRIAL ENTERPRISES AIR CARGO TERMINAL (KSIE),INDIA

AUGUST 2019 - MAY 2020

- Organized and scheduled freight delivery and pickup.
- Assembled goods according to its main purpose.
- Receive orders and add to inventory.
- Prepare bills and invoices.

EDUCATION & CERTIFICATIONS

Bharatiyar University, Coimbathore

2019 BBA in Shipping & Port Management

Central Bharath Sevak Samaj

2018 Diploma in Dangerous Goods and Regulation

Central Bharath Sevak Samaj

2017 Diploma in Cabin Crew

Higher Secondary Board Kerala

2016 Puls Two

KERALA STATE BOARD

2014 SSLC

KEY COMPETENCIES / SKILLS

- Communication skills
- Project management
- Risk management
- Team work
- Leadership
- Adaptability

TECHNICAL KNOWLEDGE

- Data Entry operations and office Automation (CDEOA)
- MS Office
- Microsoft Windows 2000, XP, 7, 8, 10,11, Linux

LANGUAGES

- English
- Hindi
- Malayalam

DECLARATION

I declare that the foregoing statements are true to the best of my knowledge and belief.

PLACE: DUBAI, UAE

SAMAL ZAKKIR