



# SAGAR RAJU

## OBJECTIVE

To be associated with an organisation which provide carrier growth with an objective to accept the challengers and work hard towards achieving the goals of the company.

## WORK EXPERIENCE

### THE WESTERN INDIA PLYWOODS LTD KANNUR

(05 JAN 2024 - 05 JULY 2024)

#### EXPORT DOCUMENTATION EXECUTIVE

- Export documentation : Proforma invoice, Export invoice & packing list, Certificate of origin
- Preparing and Issuing Production Order
- Bill of Lading correction and approval
- Check list approval
- keep records on consignment

### METRENDS WAREHOUSE PVT LTD (INTERNSHIP)

(25 JAN 2023 - 30 APR 2023)

#### WAREHOUSE EXECUTIVE

- Checking orders and Bills
- Storing Inventory in accessible manner
- Inspecting inventory for damage or faults
- Picking and filing from stock

## EDUCATION

### PROFESSIONAL QUALIFICATION

POST GRADUATION IN LOGISTICS AND SUPPLY CHAIN MANAGEMENT

Certificate by ATHE , STED COUNCIL & LSC

Transglobe school of Logistics and Aviation Management

calicut - 2022-2023

### ACADEMICS QUALIFICATIONS

B COM WITH COMPUTER APPLICATION

Kannur University

2018-2021

### HIGHER SECONDARY EDUCATION

Kerala Board of Vocational High Secondary School Examination

2016-2018

### HIGH SCHOOL EDUCATION

Kerala State Board Examination

2015-2016

## CONTACT

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## PERSONAL DETAILS

DOB : 07/07/1999

## AREA OF INTEREST

- Logistics Management
- supply chain management
- Export and Import Documentation
- Warehouse Management

## SOFT SKILLS

- Adaptability
- Flexibility
- Decision Making
- Problem Solving
- Time Management
- Communication

## TECHNICAL SKILLS

- MS EXCELL
- MS WORD
- MS POWER POINT

## LANGUAGES

- ENGLISH
- MALAYALAM