

## **BASIF EDAVAZHIKKAL**

[myselfbasif@gmail.com](mailto:myselfbasif@gmail.com)

+971 501540329



### **Summary:**

LOGISTICS SALES COORDINATOR with 5+ years of international experience working in a UAE based forwarding company is looking forward to associate with a professional firm

### **Role & Job Profile:**

#### JULY 2023 – present / “CFS Freight LLC” – Dubai

##### **SALES - CUSTOMER CORDINATION**

- Sales
- Customer coordination
- Line coordination – Booking and Rates
- LCL Coordinator for booking and rates
- Handle Online submission Pages, i.e. INTRA , Maersk , Hapag Loyid , CMA CGM , COSCO, OCEAN NETWORK, OOCL
- Preparing BL's (MBL & HBL)
- Knowledge in Manifesting HBL in Dubai trade
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#### SEP 2021 – MAY 20203 / “Abreco Freight LLC” – JAFZA –Dubai

##### **EXPORT – LINE AND SALES CORDINATION – SEA**

##### **HANDLING SALES FROM AUG 2022**

- Customer Coordination
- Lines coordination - bookings & rates
- Handle Online submission Pages, i.e. INTRA , Maersk , Hapag Loyid , CMA CGM , COSCO, OCEAN NETWORK, OOCL
- Coordination with NVOCC
- Preparing BL's (MBL & HBL)
- Knowledge in Manifesting HBL in Dubai trade
- Support to sales division to bring out their best into Business

#### APRIL 2018 – AUG 2021 / “Manchester Shipping LLC” – Cochin – Kerala (Back-end support to a Dubai logistics company)

## **EXPORT DEPARTEMENT – LINE AND CUSTOMER CORDINATION**

## **EXPORT (AIR & SEA) AND 3 MONTHS WAREHOUSE OPERATION**

## **EXPORT SALES COORDINATOR**

- Preparing MBL and AWB Details
- Customer Coordination
- Lines coordination - bookings & rates
- Handling CALOGI Website
- Handle Online submission Pages Like Calogi , OCEAN NETWORK, OOCL, INTRA , Maersk , Hapag Loyid, CMA CGM , COSCO
- Coordination with NVOCC
- Support to Dubai Sales Team as Customer Coordinator
- Knowledge in Manifesting HBL in Dubai trade and Checking Container and Vessel enquire
- Dubai Warehouse Experience - 3 Months
- Knowledge in Warehouse operation Preparing ASN , GRN , DO preparing And Dispatching
- Knowledge about Cargo Inbound and Outbound functioning
- Knowledge in Warehouse Customer coordination and Spare Parts handling

Dec 2017 – Feb 2018 / “**Skyways Air Service Pvt Ltd.**” –Bangalore –India

### **Air Export Department**

- Preparing MAWB AND HAWB
- Coordinating with Airlines for better quotes
- Making better relationship with airlines

### **Education:**

- **Logistics & Supply chain management (Diploma) - Bangalore**
- **Bachelor of Business Administration ( BBA )**  
**University of Calicut**
- Higher Secondary School: State Board of higher secondary Examination
- Languages : English, Hindi & Tamil

- Secondary School. : State Board of School Education Kerala, India

#### **Trainings Attended:**

- 3 Months Dubai experience in Warehouse operation & Export documentation
- 3 Months internship with a Bangalore based Logistics firm

#### **Computer Knowledge:**

- Calogi, Ipack
- Microsoft Office (Outlook, Word, Excel & Power Point)
- Adobe Photoshop

#### **Personal Information:**

Marital Status	:	Single
Gender	:	Male
DOB	:	12-06-1995
Nationality	:	Indian
Driving License	:	Yes, (UAE & India)
Languages	:	English, Hindi, Malayalam & Tamil
Notice Period	:	1 Month
Email	:	Myselfbasif@gmail.com
Mobile	:	<b>+971 501540329</b>

#### **Reference:**

Will furnish upon the demand

