

# Favas Edavalath

## Logistics Coordinator | Accountant

Dubai, UAE

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As a Logistics Coordinator of Kinex Global, a logistics company, and with one and half years of experience as a store coordinator at ADNOC, I bring a strong foundation in supply chain management, transportation logistics, and operational efficiency. With a B.Com degree and a Diploma in Logistics, I have developed a keen understanding of financial management and logistics optimization. I am seeking to leverage my entrepreneurial mindset, leadership skills, and industry expertise to drive impactful logistics solutions and streamline operations in a dynamic organization

### KEY COMPETENCIES

Supply chain & Inventory management	Report writing and presenting	Strong interpersonal skills
Financial analysis and cost control	Critical thinking skills	Proactive and self-motivated
Cost-benefit analysis	Excellent communication skills	Vendor & stakeholder management

### PROFESSIONAL EXPERIENCE

#### KINEX GLOBAL Logistics Coordinator

Jan 2023 - June 2024  
Kerala, INDIA

- Managed end-to-end supply chain operations, optimizing delivery routes and reducing operational costs
- Established partnerships with vendors and clients, securing long-term contracts and favorable terms
- Oversaw financial planning, budgeting, and cost management, achieving a 15% profit margin improvement
- Addressing unexpected issues, such as delays, damages, or changes in demand, to keep operations running smoothly.
- Ensuring adherence to regulations, managing necessary documentation, and handling import/export requirements as needed.

#### ADNOC Distribution Store Coordinator

Jun 2021 - Dec 2022  
Ajman, UAE

- Maintained detailed records of incoming and outgoing stock, providing timely reports to management and aligning with audit requirements
- Monitored and managed inventory levels, ensuring accurate stock control and timely replenishment of materials to support ongoing operations
- Coordinated stock levels based on project demands and operational forecasts, optimizing storage space and minimizing excess inventory
- Liaised with suppliers to track orders, ensure timely deliveries, and resolve discrepancies in quantity or quality of received goods
- Ensured all storage operations adhered to ADNOC's safety, quality, and regulatory compliance standards, maintaining accurate records and reporting
- Worked closely with procurement, logistics, and maintenance teams to ensure efficient flow of materials and alignment with operational needs

#### SAM INDUSTRIES Accountant

Mar 2019 - Apr 2020  
Kerala, INDIA

- Prepared accurate financial statements, including income statements, balance sheets, and cash flow reports
- Developed and monitored budgets, forecasting revenues and expenses, and identifying variances to help optimize financial performance and achieve organizational goals
- Managed the processing of invoices, payments, and collections, ensuring timely reconciliation of accounts and maintaining strong cash flow for the organization
- Accurate recording of journal entries, variance analysis, review of Statement of Accounts

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## ACHIEVEMENTS

- Achieved a 15% reduction in excess inventory costs by streamlining stock levels and optimizing procurement schedules, ensuring timely availability of materials without overstocking (ADNOC)
- Achieved a 25% reduction in operational costs through route optimization, technology integration, and process improvements, significantly enhancing service delivery and increasing profit margins (KINEX)

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## TECHNICAL SKILLS

Logistics Management Software (TMS, WMS)  
Supply Chain Optimization Tools  
Enterprise Resource Planning (ERP) Systems

MS Office  
Data Analysis & Reporting  
Freight Management

Business Process Automation  
Proactive and self-motivated  
Tally ERP

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## EDUCATION & CERTIFICATIONS

### Bachelor of Commerce

Majors: Accounting and Business Management  
JDT Islam college of Arts and Science

### Diploma in Logistics

Major: Shipping Management  
Malabar Christian College

### High School - Commerce

Stream : Computer Application  
Rahmania Higher Secondary School for Handicapped

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## LANGUAGE

English - Read, Write, Speak  
Hindi - Read, Write, Speak  
Malayalam - Read, Write, Speak

