

SEYED AMRI AFHAM



CONTACT

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EDUCATION

Bachelor of Business Administration (Specialized in Logistics and Supply Chain Management) from Sri Lanka Institute of Information Technology, Sri Lanka

Higher National Diploma in Business Administration from Sri Lanka Institute of Information Technology, Sri Lanka

SKILLS

Effective Communication

Customer service

Time Management

Adaptable

Presentation Skills

Analytical Skills

Teamwork

Process improvement

LANGUAGES

English

Tamil

Sinhalese

IT PROFICIENCY

Gensoft Logistics ERP
MS Office (Word, Excel and Power point)
SAP System

PROFILE

A results-driven and innovative logistics professional with over 6 years of experience in planning, coordinating, and optimizing supply chain operations in dynamic environments. Holding a Bachelor's in Business Administration along with exceptional leadership and team-oriented skills while adapting to organizational needs and aligning logistics strategies with business objectives. Proven ability to thrive in high-pressure environments, overcome challenges, and deliver results. Dedicated to driving operational efficiency, motivating teams toward excellence, and contributing to the organization's growth while advancing through the corporate ranks.

WORK EXPERIENCE

Aramex Emirates LLC, Dubai - UAE (April 2023 to August 2025)

Control Tower Executive

- Instructing / creation of Invoice Packing List.
- Creation of HS Codes based on UAE HS Code details.
- Sending Invoice Packing List for confirmation to customers / Freight forwarders.
- Verifying inventory locations for availability for shipments.
- Issuing gate pass and other respective documents during collection of shipment.
- Responsible for generating monthly Inventory reports.
- Ensuring goods are shipped in the most timely and efficient manner based on documented process.
- Managed SAP system and facilitated Letter of Credit (LC) processes.
- Served as an In – Plant officer at Schlumberger, ensuring seamless logistics operations.
- Handled Sea, Air, Road and Courier shipments. (Import and Export)

Helmann Worldwide Logistics (Pvt) Ltd, Sri Lanka - (July 2021 to February 2023)

Sea Freight Export Executive

- Submission of Shipping Instructions to Shipping Lines and Co-Loaders.
- Responsible for filing AMS/ACI/ISF/JP24 within the stipulated time.
- Producing export documents and declarations. (HBL, MBL, Manifest, Pre-Alerts)
- Negotiating rates with customers, shipping Lines and respective parties.
- Tracing shipments through transit points up to the destination and advising customers.
- Developing strategies to plan shipments with Co – Loaders/ shipping lines.
- Maintaining the highest level of relationship with the clients, Shipping Lines, Co-Loaders, and other parties.
- Bringing in New Business to the organization.
- Forecasting the demand and informing shipping lines to reserve space for upcoming shipments.
- Achieved milestones for global key account customers and local shippers, ensuring high customer satisfaction.

ASB Freight (Pvt) Ltd, Sri Lanka - (March 2019 to March 2020)

Operation Assistant

- Creation of bookings to obtain Release orders.
- Following BL Instructions from customers.
- Coordinating with documentation team.
- Sending BL's / health drafts/ phytosanitary drafts for customer's confirmation.
- Coordinating with overseas Agents.
- Creation of Invoices to customers / Shipping Lines.

National Development Bank, Sri Lanka - (October 2018 to March 2019)

Trainee Banking Assistant

Commercial Bank of Ceylon PLC, Sri Lanka - (December 2017 to June 2018)

Logistics Intern

REFERENCES WILL BE PROVIDED UPON REQUEST