



## Ali Akbar

**Nationality:** Indian **Date of birth:** 27/05/1999 **Gender:** Male

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**Home:** (United Arab Emirates)

## ABOUT ME

**Detail-oriented Logistics and Accounting Professional** with over 2 years of experience in supply chain management, financial reporting, and cost optimization. Proven expertise in inventory control, transportation planning, and accounting functions, ensuring efficient operations and financial accuracy. Adept at budgeting, reconciliation, ERP systems, and process improvements to drive efficiency and cost savings. Strong problem-solving skills and a track record of reducing operational costs while maintaining compliance with regulatory and safety standards. Experienced in risk assessment, workplace safety protocols, and ensuring adherence to health and safety regulations in logistics operations. Seeking to leverage logistics, accounting, and safety expertise in a dynamic organization.

## WORK EXPERIENCE

### Logistics Coordinator & Accounting Assistant

*Rosmerta Safety Systems Pvt LTD* [ 03/2023 – 01/2025 ]

City: Ernakulam | Country: India

- Managed logistics and financial transactions, ensuring accurate tracking and reporting.
- Reduced delivery times by 15% through optimized route planning and scheduling.
- Implemented cost control measures, reducing transportation expenses by 10%.
- Assisted in budget preparation, invoice processing, and financial reconciliations.
- Developed key supplier relationships, improving on-time deliveries by 25%.
- Conducted safety inspections of transportation equipment, ensuring compliance and minimizing risks.
- Assisted in implementing and maintaining health and safety procedures to minimize workplace risks.
- Led a cross-functional team, increasing warehouse efficiency by 20%.

### MIS Officer

*Rosmerta Safety Systems Pvt LTD* [ 10/2021 – 02/2023 ]

City: Ernakulam | Country: India

- Developed financial reports and dashboards, improving data accuracy for decision-making.
- Automated data processing, reducing manual workload by 40%.
- Managed cost analysis and variance reports, ensuring budget alignment.
- Trained employees on MIS tools and data management software.

### Admission Officer

*Edroots International* [ 06/2020 – 09/2021 ]

City: Ernakulam | Country: India

- Spearheaded admission and financial processing, increasing student enrolments by 30%.
- Conducted market research and financial analysis to optimize revenue streams.
- Implemented an application tracking system, improving processing efficiency.

## EDUCATION AND TRAINING

### International General Certificate in Occupational Health and Safety

*NEBOSH* [ 01/2024 ]

Country: India | Level in EQF: EQF level 3

### Professional Diploma in Shipping & Logistics

*Centre for Continuing Education Kerala* [ 2021 – 2022 ]

Country: India

## COMMUNICATION AND INTERPERSONAL SKILLS

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### Interpersonal skill

- Bank reconciliations and balancing
- Full-cycle accounting
- Customer relations
- Accounts Payable and Receivable (AP/AR)
- A/P and A/R reconciliations
- Invoice preparation
- Financial reporting
- MS Office Suite
- Project budgeting
- Financial statement analysis
- Payroll processing
- Accounting and bookkeeping
- Account reconciliation specialist
- Safety inspections
- Database Management
- Report Generation
- Warehouse Management
- Toolbox talks
- hazard Identification
- Safety inspections

## LANGUAGE SKILLS

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**Mother tongue(s):** Malayalam

**Other language(s):** English | Hindi | Tamil

## DIGITAL SKILLS

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Zoho / Microsoft Word / Microsoft Excel / Microsoft Powerpoint / Outlook / Tally Erp