



ABDUL RAHMAN SHA S

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LOGISTICS AND SUPPLY CHAIN

TECHNICAL SKILLS

- Tech savvy
- Microsoft Office
- SPSS
- Digital Marketing
- Type Writing

PROJECTS

Hyundai Motor India Limited | Pre - Delivery Inspection and Sales Logistics

- Completed my **1 Month internship** project based on sales logistics and pre-delivery inspection in Hyundai Motor India Limited. Jun 2023 - July 2023
- Before your car is handed over to the delivery yard, a **pre-delivery inspection** is conducted to ensure everything is in order.
- **Sales Logistics** acts as the link between international and domestic sales for Hyundai cars, managing documentation, handling buyers, and addressing transport requirements based on demand.

AIRLIFT USA | FREIGHT FORWARDING - SEA/AIR FREIGHT

Mar 2024 - Apr 2024

- Completed my **1 Month internship** project based on sea/air freight, customs, documentation, warehouse, trucking, LCL, sales support in Airlift USA.
- Assisted with transportation logistics, customs clearance, documentation, and export management at Airlift USA. Gained experience in freight forwarding operations and handling key export documents mainly for **dangerous goods (MSDS)**
- Assisted in tracking vessel **ETDs and ETAs** and learned about commonly used Incoterms (**FOB, Ex Works, DDP, FCA**) in import and export with customer preference.

EDUCATION

MBA In Logistics and SCM | RVS College of Arts and Science July 2022 - April 2024

- Studied **Logistics and SCM, Procurement, Freight Forwarding, INCOTERMS**.
- Completed Internship and Industrial Visits based on Logistics and SCM.
- Minor in **Digital Marketing**

Bachelor of Business Administration (BBA) | Jamal Mohamed College

- Completed BBA degree at 83% July 2019 - April 2022

12th (CBSE) | Samad Senior Secondary School

April 2018 - March 2019

- CGPA: 7.5%

WORK EXPERIENCE

Customer Service & Operations Executive | Freight Solutions

Apr 2024 - Present

- Managed sea imports, cross-trade shipments, and Dubai import operations.
- Delivered comprehensive freight services, ensuring high levels of customer satisfaction.
- Oversaw shipments across multiple time zones, including document verification, costing, and invoicing.
- Coordinated with operations and agents to ensure timely bookings and transportation.
- Processed key documentation: quotes, bills of lading, packing lists, COO, invoices, and customs clearance releases.
- Liaised effectively with overseas agents, shipping lines, and clients.
- Provided accurate shipment tracking and timely updates to customers.
- Fostered and maintained strong relationships with customers, suppliers, and team members.

Customer Care | Cute Solutions

June 2021 - July 2021

- I Worked in Pharmaceutical Consulting, Connecting With 100+ Clients, Sharing Job Opportunities Nationwide, And Promptly Addressing Their Requests.

Customer Handling | Soft & Soft Computers

Jan 2021 - Apr 2021

- I Engaged in Part - Time Employment for the **Aadhar Seva Development Campaign**, Where I Travelled Extensively Across Villages in Tiruchirappalli (India) to Promote Awareness About the Significance of Aadhar.

MILESTONES

- Earned Awards for Mime Performances in Inter-College Competitions.
- Garnered Recognition as The Best Editor in Various Levels of Inter-College Competitions.

COURSES & CERTIFICATES

- Inventory Management
- Email Marketing
- Inbound Marketing
- Tally ERP 9
- Connecting with sales prospects
- Customer segmentation and prospecting
- Procurement and Sourcing Introduction
- Microsoft Office Certified

LANGUAGE PROFICIENCY

- English
- Tamil
- Hindi
- Urdu (Mother Tongue)

ENRICHMENT ACTIVITIES

- Working as a volunteer
- Event Choreography
- Students' Coordinator

CAREER COMPETENCIES

- Quick Learner
- Attention To Detail
- Leadership Potential
- Positive Attitude
- Effective Communication

DECLARATION

- I hereby declare that the above particular are true to best of my knowledge and belief.