



MUHAMMED HARIS R

Logistics & Supply Chain Professional

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📍 Al Nahda 2, Near NMC Dubai, UAE

Detail-oriented Logistics & Supply Chain professional with a solid foundation in export documentation, customs clearance, and freight forwarding. Proven track record in managing logistics operations, enhancing customer coordination, and ensuring compliance with international trade regulations. Seeking to leverage my skills and experience in a growth-oriented organization.

WORK EXPERIENCE

Documentation Executive

Sea Sand Cargo Services, Trivandrum, India
November 2023 - December 2024

- Managed all export documentation including invoices, packing lists, certificates of origin, and other required paperwork.
- Collaborated with freight forwarders, customs brokers, and international clients to ensure smooth documentation and shipment processes.
- Coordinated with internal teams (Sales, Finance, Logistics) to ensure timely delivery and payment.

Trainee

Aiwa Shipping & Logistics, India
June 2023 - August 2023

- Assisted in port and customs clearance procedures, including documentation and forwarding formalities.
- Gained exposure to international shipping processes and the logistics industry's best practices.
- Special Training attended for UAE Shipping, Freight forwarding.
- procedures and familiar with EMIRSAL2 declaration processing.

EDUCATION

Post Graduate Diploma (PGDM)

Specialization in Logistics & Supply Chain Management
Mithra Institute of Management, Kochi, India [2023]

Bachelor's Degree in Commerce (B.Com)

Specialization in Tourism & Travel Management
University of Kerala, India [2022]

Higher Secondary

Cordova HSS Trivandrum
State Board Examination GPA 6.5 [2019]

High School

The Oxford International School Trivandrum
Central Board Examination CGPA 6.8 [2017]

ADDITIONAL QUALIFICATIONS

- Air & Sea Freight Calculation & CBM Calculation
- Container Stuffing & Warehouse Operations
- Customer Coordination & Order Follow-up
- Legalization of Documents & INCO Terms
- Advanced proficiency in MS Excel for logistics management

TRAINING & CERTIFICATIONS

- UAE Shipping & Freight Forwarding Procedures
- EMIRSAL 2 Declaration Processing
- Oil & Gas Supply Chain Management Project
- Customs clearance and freight forwarding

SKILLS

- ▲ Import/Export Documentation
- ▲ Warehouse Operations (In-Out)
- ▲ Customer Coordination
- ▲ Time Management
- ▲ Client Relationship Management
- ▲ Problem Solving
- ▲ Microsoft Office Suite

LANGUAGES

- English
- Malayalam
- Tamil
- Hindi
- Arabic