



Logistics & Supply Chain Professional

Total UAE Experience: 10+ Years



PROFILE • ABOUT ME

Experienced Logistics and Supply Chain Professional with a proven track record of driving operational excellence across diverse industries. **Expertise in Customs Clearance, FMCG &Food Stuff Import Industry, Warehousing, and E-Commerce Logistics, with a focus on Inbound and Outbound Operations.** Adept at managing Transshipment Operations and navigating the complexities of **Free Zone Regulations** to ensure seamless import/export compliance and cost efficiency. Skilled in optimizing supply chain processes, enhancing inventory control, and implementing innovative solutions to improve distribution and customer satisfaction. Proficient in leveraging advanced logistics systems and fostering cross-functional collaboration to achieve strategic business objectives.



CAREER HIGHLIGHTS

- Reduced Customs Clearance time **by 70%**
- Expertised with e-commerce fulfillment centers like Quick up and Trendyol.
- Knowledge about ERP systems, and Warehouse Coordination , Cost Savings, Efficiency Improvements.
- Knowledge in Montaji (Dubai Municipality), CPIP ((Cargo Product Inspection Program) & Mofaic (Ministry of Foreign Affairs and International Cooperation).

VISA STATUS

Valid UAE Resident Visa

Nationality: Indian

DRIVING LICENSE

Valid UAE Driving License

AREAS OF EXPERTISE

- Logistics Operations
- Supply Chain Management
- Inventory Management
- Freight Forwarding
- Vendor Management
- Customer Relations
- Demand Planning
- Distribution Strategies
- Cost Reduction Strategies
- Customs Documentation
- Trade Compliance
- Import/Export Regulations
- Harmonized System (HS) Codes
- Customs Brokerage
- Tariff Classification
- Duty Drawbacks
- Customs Inspections
- Clearance Processes
- Port Operations
- Transshipment Logistics



WORK EXPERIENCE

LOGISTICS COORDINATOR

Dec 2016

LOGIX FZCO (ALSHAYA CO LLC)

- Current

Dubai, UAE

- Handling import & export of materials by Road/Air/Sea
- All related Logistics work from port (Sea/Air/Land) till Stores/ Warehouse /E-commerce.
- Managing the entire process of Inbound and Outbound, Transshipment's Operations, well knowledge of Free zone, GCC Countries documentation.
- Prepare FIRS for food shipments
- Coordinating with transporters for all kind of deliveries (pickup, trucks & trailers) based on the requirements, and to ensure timely delivery of the consignment to the stores /Warehouse
- Process all types of required customs documents through Dubai customs portal and prepare the additional documents country of origin certificate, exit/entry certificate, E-gate passes, and claims for refund.
- Coordinating with port authority, customs officers and DM/ Food Inspection authorities for documentation and smooth clearance approvals

- Cargo Consolidation
- Cross-Border Trade
- Free Zone Regulations
- Import/Export Licensing
- Duty-Free Logistics
- FMCG Supply Chain
- Food Items Registration
- Shelf-Life Management
- Perishables Logistics
- Warehouse Management Systems (WMS)
- Order Fulfillment
- Inbound/Outbound Logistics
- Pick-and-Pack Operations
- E-Commerce Logistics
- Real-Time Inventory Tracking



COMPUTER PROFICIENCY

SAP

ERP Software

Oracle

WMS

MS Office Packages



- Multilingual Communication
- Visionary Leadership
- Proactive Personality
- Detail Oriented
- Resourceful
- Conflict Resolution
- Integrity
- Professional Ethics



PERSONAL INFORMATION

Marital Status:

Married

Birthday:

31/05/1988

Gender:

Male

- Communicate with shipping lines, air lines, agents and co-loaders with regards to rates, booking, documentations and resolving any arising issues.

SEA / AIR FREIGHT CUSTOMS CLEARANCE EXECUTIVE

October

AL AREESH CARGO CLEARING AND GLT

2014

(CARGO VILLAGE) U.A.E

- November

Dubai, UAE

2016

- Passing all kinds of Bill of Entries using Mirsal II (SEA, AIR AND LAND).
- Responsible for accepting, checking, and sorting of the documents provided by the consignee and agents.
- Effectively maintain CDR and Standing Guarantee accounts within the stipulated time frame and avoid any fines /penalties.
- Preparing Dubai Port Charges such as Gate pass, DP world, GC epayment, GC gate advice VCC Request.
- Issuing Delivery Orders using the CALOGI system.
- Preparing inspection bookings and supervising inspections.
- Efficient handling of Mirsal II declaration for Import and Export shipments, review and identify the customs documentation requirements.
- Responsible for amendments and cancellations of voids or incorrect entry on the system.
- Complete handling of Clearance jobs from start to end.
- Preparing and filing shipping bills & Bill of entries with customs.
- Preparing the clients invoices and receipts using FOCUS RT System.
- Receiving all payments by cash, cheques, and credit cards.
- Records and balances all transactions.



EDUCATION

Master of Business Administration in Finance

Post Graduate,
2013

Madurai Kamaraj University

Tamil Nadu, India

Bachelor of Business Administration

Graduated,
2010

DR CV Raman University

Rajasthan, India



LANGUAGES

English

Hindi

Malayalam

Arabic

SUBAHI SHAMSUDEEN