

SANA RAHAMATHULLAH

B.Tech (Information Technology)

PROFILE

As an IT degree holder with a diverse background encompassing logistics, shipping, and primary education, I bring a unique blend of technical expertise, practical experience, and pedagogical skills to any role I undertake. With a proven track record in adapting to various professional environments, I am eager to transition back to office settings and contribute effectively to organizational objectives. My multidisciplinary background equips me with valuable insights and capabilities that can positively impact any team or project.

CONTACT

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EMAIL:
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NATIONALITY:
Indian

DATE OF BIRTH:
14-03-1990

LANGUAGES

English
Urdu
Tamil
Hindi

EDUCATION

Diploma in Logistics and Shipping, Good Ocean Maritime JLT-Dubai (Indian Institute of Logistics).

B.Tech (Information Technology), Dhaanish Ahmed College of Engineering.

2007-2011

WORK EXPERIENCE

MAC-NELS Shipping LLC (UAE)

April 2014 - June 2016

Olive International School - Senior Teacher

Oct 2011– Jan 2014

AREAS OF INTEREST

- Data Analysis and Reporting
- Supply Chain Management
- Educational Technology
- Project Management
- Information Systems Support

ADDITIONAL COURSES DONE

- Training in Software Testing program from Indian Institute of Bright careers
- Workshop in Corporate Testing by IIBC
- Implant training in Integral Coach Factory.

KEY SKILLS

- Enthusiasm for learning
- Organizational skills
- Teamwork
- Excellent communication
- Always open to suggestions

SOFTWARE SKILLS

- ERP system
- Adobe Acrobat
- Google Workspace
- MS word
- MS Excel
- MS Outlook
- MS Power Point

MAJOR RESPONSIBILITIES HANDLED

- **Macnels – Import Duties:** Responsibilities include inputting product details into the company's software before shipments arrive, Oversight of import documentation to maintain accuracy and compliance standards, and coordination with freight forwarders and logistics providers for shipping and customs clearance, alongside staying informed about international trade regulations for procedural adjustments.
- **Macnels – Export Duties:** Prior to shipment, input and upload product information into the company's software. Prepare and review export documents for submission, ensuring accuracy. Collaborate with suppliers and freight forwarders to ensure timely delivery. Manage shipping documentation, track shipments, and address any issues to maintain compliance with export regulations.
- **Olive International School-** Develop lesson plans aligned with national curriculum standards, staying updated on revisions, Tailor engaging lessons to accommodate diverse student abilities, collaborating with peers as needed, organize classroom displays and teaching resources for an optimal learning environment, utilize a range of educational materials and teaching methods, such as whole-class instruction and group activities, to enhance student engagement and understanding.

PROJECT WORKS AND INTERNSHIPS

- **Implant Training at Integral Coach Factory:** Gained a practical experience on software development, system administration, and network management within the Integral Coach Factory's computer department. The training program focused on enhancing skills relevant to the railway industry's IT applications and preparing participants for real-world challenges. Engaging workshops and projects provided opportunities to apply theoretical knowledge to practical scenarios, fostering experiential learning.
- **Main Project, 2011- Clustering uncertain and data using voronoi diagrams and R tree index:** The project's objective is to group uncertain data using novel pruning methods integrated into the UK algorithm, leveraging Voronoi diagrams. Additionally, we've devised a performance enhancement approach centered on tree indexing to minimize execution duration. Ultimately, the aim is to identify uncertain objects and categorize them into clusters using indexing, ensuring they are allocated to their respective and designated clusters.

DECLARATIONS

I hereby declare that all the details furnished above are true to the best of my knowledge.

Sana Rahamathullah