

## **CURRICULUM VITAE**

**SIJU S RAWTHER**  
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**Email:- sijusainudeen87@gmail.com**

**OBJECTIVE:-** To work in a challenging, dynamic, productive environment and add value to the organization, which i represent and serve by utilizing all my creativity and efficiency. And to myself which concurrently upgrading attitude, skills and knowledge.

### **WORK EXPERIENCE DUBAI:-**

#### **GLOBAL CORP LOGISTICS: - SENIOR OPERATION . (DEC 23 TO TILL DATE)**

1. Working as an Operation head.
2. Arranging trailers, pickup, refer and lowbed by self.
3. I have more than 10000+ contact of my drivers.
4. Making Purchase invoice, Sales invoice.
5. Arranging cash for drivers.
6. Daily tracking sending mail to the customer.
7. Sales- Attending meeting for land business.

#### **FUSION SHIPPING SERVICES LLC:- OPERATION .**

1. Making Purchase invoice, Sales invoice.
2. Arranging cash for drivers.
3. Arranging trailers, pickup, refer and lowbed by self.
4. Daily tracking sending mail to the customer.

#### **ORBIT SHIPPING SERVICES LLC :- OPERATION HEAD. (JUNE 21 TO TILL Sep 23)**

8. Working as an Operation head.
9. Arranging trailers, pickup, refer and lowbed by self.
10. I have more than 10000+ contact of my drivers.
11. Making Purchase invoice, Sales invoice.
12. Arranging cash for drivers.
13. Daily tracking sending mail to the customer.
14. Sales- Attending meeting for land business.

#### **NEXUS FREIGHT MANAGEMENT LLC:- OPERATIONS (NOV 2017 TO APRIL 21)**

15. Working as Land Transporter Coordinator.
16. Arranging trailers, pickup, refer and lowbed by self.
17. I have more than 2000+ contact of my drivers.
18. Making Purchase invoice, Sales invoice.

19. Arranging cash for drivers.
20. Daily tracking sending mail to the customer.
21. Sales- Attending meeting for land business.

#### **BESWA CARGO. (SEPTEMBER 2013 TO SEPTMEBER 2017)**

- 22 Working as a Transporter/Coordinator.
- 23 Making Purchase invoice, Sales invoice.
- 24 Arranging cash for drivers.
- 25 Daily tracking sending mail to the customer.

#### **SOBHA DEVELOPERS. (INDIA) (2012-2013)**

- Worked as a HR/ Admin in Sobha Developers.
- Daily Security gate checking.
- Site checking.
- Making Staffs, labours and contractor attendance.
- Daily report sending by mail to the corporate office.

#### **EDUCATION QUALIFICATION:-**

- 26 B COM FROM PUNE UNIVERSITY.
- 27 12TH FROM MAHARASHTRA BOARD.

#### **ADDITIONAL QUALIFICATION:-**

- 28 Proficient in MS ( Word, Excel)
- 29 Typing Speed 45-50 wpm.

#### **PERSONAL INFORMATION**

NAME	SIJU SAINUDEEN
GENDER	MALE
MARITAL STATUS	MARRIED
STATE	KERALA
COUNTRY	INDIA

The above-mentioned information is true and best of my knowledge.

**Regards,**

**Siju Sainudeen**