

# LUBINA BASHEER

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India

Dedicated logistics professional seeking a position that leverages my knowledge in supply chain, freight management, and logistics technology. To work in an environment where I can completely utilize my skills moreover sharpen it further, where I can grow and learn

## EDUCATION

### SAP material management(MM) power user course

School of corporate accounts, kochi

02/2024 - 09/2024

### Diploma in Logistics Operations and Supplychain Management

UNIVERSITY OF PETROLEUM AND ENERGY STUDIES, DEHRADUN, UTTARAKHAND

2021 - 2022

### BSC CHEMISTRY

Kerala university

2009 - 2011

## WORK EXPERIENCE

### ASSISTANT ACCOUNTANT

School of corporate Accounts

02/2024 - 09/2024

Kochi, kerala

Assistant accountant, school of corporate accounts(6 month internship)

#### Achievements/Tasks

- Strengthened knowledge and expertise in data analytics and reporting
- Proficient in SAP software, leveraging expertise to optimize business process and improve efficiency

### Data entry and Logistics

Rajakumari group

01/2023 - 01/2024

Thiruvananthapuram

LOGISTICS AND DATA ENTRY COORDINATOR, RAJAKUMARI GROUP

#### Achievements/Tasks

- Developed advanced skills in inventory management, focusing on efficient stock control, tracking and optimization
- Expertise in designing and implementing efficient warehousing and storage solutions
- Microsoft Office expertise

### Asiatic transports

Assistant logistics executive

04/2022 - 12/2023

Kochi, kerala

#### Achievements/Tasks

- Gained more knowledge about global logistics and customs regulations
- Enhanced proficiency in supply chain optimization

## SKILLS

Transportation management (TMS)

Warehouse Management(WMS)

INVENTORY CONTROL

SUPPLY CHAIN MANAGEMENT(SCM)

Freight forwarding and customs clearance

COMMUNICATION AND COORDINATION

Microsoft Office(excel,word,outlook)GOOGLE SUITE(GMAIL,SHEETS, DOCS) LOGISTICS SOFTWARE(SAP), ODOO

Problem solving and analytical thinking

## LANGUAGES

ENGLISH

Full Professional Proficiency

MALAYALAM

Full Professional Proficiency

## INTERESTS

photography

travelling

puzzle solving