

Basil Jose



📍 Tharakenneetttil(H) Channanikadu P.O Kottayam 686533

📅 03-01-2002 🇮🇳 Indian ⚡ Single ⚡ Male

🚗 Driving License: KLO520210001621 🗄 Passport No: C4686775

A highly motivated and detail-oriented logistics and supply chain student eager to work and apply in the industry. Passionate about optimizing supply chain processes, inventory management, and transportation logistics to drive efficiency and cost savings. Quick learner with strong organizational abilities and a commitment to continuous improvement. Seeking an opportunity to contribute to an organization and grow within the industry.

🎓 Education

Advanced PG Diploma in Logistics and Supply Chain Management,
Leora International Institution

08/2023 – 07/2024
Kochi, Kerala

- Gained in-depth knowledge of export documentation, including commercial invoices, quotations, and shipping paperwork essential for international trade.
- Developed expertise in logistics operations, customs regulations, and supply chain optimization, ensuring efficient and compliant export processes.

Score- 61%

B.com Computer Application, *Saintgits College Of Applied Science*
Final GPA 5.45

03/2020 – 03/2023
Kottayam, Kerala

Higher Secondary, *NSS Higher Secondary School*
Commerce and Computer Application

03/2018 – 03/2020
Chingavanam, Kerala

Score- 79%

Secondary, *St Paul's Public School*

06/2017 – 03/2018
Pallom, Kerala

💼 Professional Experience

Logistics and SCM Intern, *KPACT Services Private Limited*

08/2024 – 10/2024
Kottayam

- Assisted in port operations documentation, managing customs clearance paperwork, facilitating cargo inspections, and ensuring compliance with regulatory requirements.
- Coordinated cargo handling operations, overseeing the loading and unloading of containers using cranes and forklifts while maintaining safety and efficiency standards.

- Managed warehouse operations, including cargo storage before stuffing and after de-stuffing, optimizing inventory control and space utilization.
- Maintained and processed shipping records, customs paperwork, and compliance reports, ensuring accuracy and regulatory adherence.
- Utilized Electronic Data Interchange (EDI) systems to automate documentation processes, reducing errors and improving operational efficiency.
- Monitored real-time tracking systems to provide status updates on cargo movement, enhancing supply chain visibility and reducing transit uncertainties.
- Collaborated with cross-functional teams to streamline logistics workflows, improve turnaround times, and support process optimization initiatives.

Certificates

- Microsoft Office Specialist
- National Service Scheme Volunteer

Skills

Microsoft Excel
Communication Skill
Quick Learner
Time Management
Strong Problem Solving Ability

Languages

English
Malayalam