

**Vivin V**  
**15/3, Balasundaram Layout,**  
**Singanallur,**  
**Coimbatore - 641005**

**Mobile: +91 9159680143**  
**Email: [vivinrichard143@gmail.com](mailto:vivinrichard143@gmail.com)**

---

### **Objective:**

I am seeking a logistics position within your organization where I can apply and enhance my expertise in logistics and shipping techniques to contribute to the company's growth. My goal is to secure a responsible career opportunity that allows me to fully utilize my training and skills while making a meaningful impact.

### **Professional Experience**

#### ➤ **SRISHAN AGENCIES PVT LTD: 2023 - 2024**

##### **Project Coordinator**

- Monitored daily SOP progress and provided updates to consignors and stakeholders.
- Coordinated with forwarders to ensure timely shipment connections with planned vessels.
- Managed DSR reports, Checklist, BL, and shipping bill filings with CHA.
- Planned meetings and ensured team readiness with daily plans and resources.

##### **Customer Support**

- Maintained effective communication with teams and stakeholders to resolve issues promptly.
- Provided leadership, guidance, and motivation to achieve team goals.
- Ensured organized and efficient management of daily activities and multitasking.
- Proactively addressed challenges with a positive approach to maintain team morale.

##### **Roles and Responsibilities**

- Supervised stuffing processes, including container checks, document verification, and sealing.
- Tracked containers and ensured shipments aligned with planned schedules.
- Managed documentation processes, including preparing and reviewing shipping instructions, VGM, and SB numbers.
- Coordinated with forwarders to review and approve BL drafts to avoid amendments.
- Monitored shipments until sailing and ensured smooth operations.

#### ➤ **VRL LOGISTICS LIMITED - 2022-2023**

- Managed supply chain operations, including shipping and logistics.

- Oversaw schedules, routes, and ensured vehicle safety and compliance with legal standards.
- Maintained and operated computerized databases and logistics systems.
- Contributed to parcel services, courier services, priority cargo, and air passenger transportation.

➤ **ASHOK LEYLAND UNIT 1 (HOSUR) - 2020-2021**

- Operated machinery to fabricate metal components for engine manufacturing.

**Skills**

- Proficient in Logistics Operations and Supply Chain Management
- Strong Teamwork and Leadership abilities
- Skilled in Planning and Decision-Making
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, SAP)
- Excellent organizational and problem-solving skill

**Educational Qualification:**

- Master's Degree of MBA in 'Logistics&SCM' at SNS College of Technology, Coimbatore with 80% during 2021-2023.
- Bachelor's Degree of B.E (Mechanical) at CSI College of Engineering, Nilgiris with 65% during 2016-2020.
- High Schooling at Venkatalakshmi Matric Hr Sec School, Singanallur, Coimbatore.

**Personal Details:**

Name	:	Vivin V
Father's Name	:	Vimalanathan S
Gender	:	Male
DOB	:	31/07/1998
Nationality	:	Indian
Marital Status	:	Single
Languages Known	:	Tamil & English

**DECLARATION:**

I hereby declare that the information furnished above is true to the best of my knowledge and belief.

**Date:**

**Place:**

( Vivin V )