



JAYAKUMAR THANGAVEL

LOGISTICS COORDINATOR

CONTACT

+971 56 780 3573

jayakumarerode@gmail.com

Dubai, U.A.E

EDUCATION

2008 - 2011

SNS COLLEGE OF ARTS & SCIENCE

- Bachelor of Computer Technology

PERSONAL

- Nationality - Indian
- D.O.B - 15.06.1987
- Marital Status - Single
- Availability - Immediately
- Passport - X9439507
- Visa Type - Visit Visa

SKILLS

- Logistics Management
- Import / Export Operation
- Time Management
- Decision Making
- Effective Communication
- Critical Thinking
- Documentation
- KPIs - Flowchart
- MS Office

LANGUAGES

- Tamil
- English
- Malayalam

PROFILE

Aspire to be part of a reputed organization with a highly motivated work culture and promising growth prospects. Over 9 years of experience in admin field and around 4 years in Logistics field. Always up for walking an extra mile and happy to take new challenges.

WORK EXPERIENCE

IDKIDS

2020 - 2024

Transport Coordinator Cum Admin

- Shipment coordination between supplier and forwarder.
- Weekly shipment follow-up with factories and forecast update to the forwarder.
- Monitoring cargo's from Greenlight to till vessel reached warehouse.
- Air cargo booking follow-up.
- Sea booking and origin price confirmation.
- Monthly KPIs preparation with flowchart.
- Prepare Export and Import documents.

2015 - 2020

CENTRALE D ACHATS ZANNIER (KIDILIZ)

Documentation

- To keep and update all the goods inspection related documents.
- To maintain production follow-up, Merchandiser follow-up & IC plan.
- To make performance follow-up of every season for incentive purpose.

KEY STONE SYSTEMS

2012 - 2014

System Admin

- Maintenance of Windows server, Laptop, PC's, Photocopier, Scanners, Projector, Printer, Cloud storage etc... Troubleshooting all software, Virus protection and hardware related issues.

INTERESTS

Learning new languages

Trekking

ACHIEVEMENTS

Received Self approval authorization from regional manager for system related decision.