



AGNAY ANEESH A S

+971501657133

agnay451@gmail.com

SUMMARY

Experienced logistics coordinator hands-on experience in the UAE. Skilled in coordinating shipments, handling documentation, and ensuring compliance with international trade regulations. Demonstrated ability to work with customs, freight forwarders, and suppliers to facilitate efficient and timely shipments. Proficient in tracking shipments, inventory management, and optimizing logistics processes to reduce costs and improve delivery times. Strong organizational and communication skills, with a commitment to enhancing supply chain efficiency and customer satisfaction. Looking for an opportunity where i can utilize and innovate new technologies to bring the best to the industry.

EXPERIENCE

INFINITY LOGISTICS FZE UAE

Operations & Customer Service Executive

10/2024 to 06/2025

- Oversee the end-to-end management of shipments, including booking, routing, and tracking cargo for timely delivery in Courier.
- Coordinate with carriers, shipping lines, agents and transportation providers to secure space, confirm schedules, and arrange timely pick-ups and drop-offs.
- Prepare and manage all necessary documentation for customs clearance, including bills of entry / exit, invoices, and certificates of origin.
- Stay updated on import/export regulations and tariffs to support smooth and efficient customs processes.
- Act as the main point of contact for clients, keeping them informed of shipment statuses and handling any special requirements or requests.
- Provide support in resolving issues, such as delays, damages, or document discrepancies, to maintain high service standards.
- Maintain records of all shipments, costs, and carrier details, ensuring accurate data for tracking and invoicing.
- Handling of Escalation files.

KAROL ASSOCIATES

Bangalore International Airport Limited(BIAL), Bangalore ,INDIA

Safety Officer

01/2023 to 10/2024

- Inspected facilities for adherence to fire, hazard, and safety guidelines.
 - Conducted safety training and education to employees to increase awareness of safety hazards and empower employees to work safely.
 - Inspected worksites, practices, and gear for compliance with established safety standards.
 - Reduced accident rates with consistent monitoring of employee compliance to safety protocols.
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SKILLS

- Knowledge of Customs Clearance process
 - Customer Service Orientation
 - Problem-Solving and Risk Management
 - Critical Observation
 - Time management
 - Excellent organizational skills to manage multiple shipments, documentation, and deadlines effectively.
 - Ensuring timely execution of operational tasks
 - Managing multiple tasks efficiently
 - Quote Preparation
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EDEUCATION

DIPLOMA IN FIRE & INDUSTRIAL SAFETY MANAGEMENT Imperial Institute of Fire & safety, Ernakulum,KL	2023
BACHELOR OF ARTS :ENGLISH LANGUAGE AND LITERATURE University of Calicut, Kozhikode ,KL	2022
HIGHER SECONDARY Kerala State Board of Public Examination , Calicut	2019

LANGUAGES

- English
 - Hindi
 - Tamil
 - Malayalam
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CERTIFICATIONS

- Diploma In Fire & Industrial Safety Management [NSDTC]
 - Certification in Oil & Gas Engineering [NSDTC]
 - Certification in Construction Safety Engineering [NSDTC]
 - Fire Fighting Cochin Shipyard
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