

Jothi John

PROCUREMENT | SUPPLY CHAIN | LOGISTICS | SHIPPING

Seeking assignments in Logistics/procurement with an organization wherein I will be able to utilize my abilities to the fullest wherein my desire and driver to succeed will contribute to the growth and profitability of the organization.

PROFESSIONAL SYNOPSIS

- A dynamic professional with **20 years** of rich experience in Logistics Supply Chain, Customer Service, Customs Procedure & Legalization.
- Presently associated with **Shalina Healthcare DMCC as Senior Logistics Officer**
- Possess sound Knowledge in JAFZA Customs Rules and Regulations, E clearance, Customs Documentation as well as Exit entry submissions.
- Expert in Planning Inbound, Outbound, Transportation & cross border shipments
- Excellent interpersonal, analytical & negotiation skills, skilled in resolving interpersonal issues & working towards a harmonious work environment.

ORGANISATIONAL EXPERIENCE

SHALINA HEALTHCARE DMCC (Period: March 2021 UNTILL Date)

Position: Senior Logistics Officer

- Negotiating the freight rates sector wise for RFQ's and analysis in line with Group central procurement team
- Monitoring the In Transit shipments and timely updating of trackers
- Ensuring all shipping documents are obtained from origin port well in advance before cargo arrivals.
- Co ordination with shipper/ forwarders/ transport team for a smooth execution of job
- Creating end to end SOP's, Creating Importer Code on clients request and submitting the required documents to customs.
- Co-ordinating with the shipping partners, suppliers, internal customers (commercial/sales, manufacturing, procurement teams) and provide timely shipment status, delivery dates and order processing
- Ensuring all documentation relating to Import & Export complies with relevant countries requirement.
- Proper tracking of Exit Entries & follow ups for refund submissions.
- Working closely with Store Development team in delivering fixtures and fittings on time at best cost
- Ensure all inbound from hubs to be done within agreed time and cost including destination clearance.
- Maintaining shipment level data with FOB value and logistics cost.
- Coordinate with the accounts department to arrange customs duty & Freight payments for all the shipments arranged from origins to African locations.
- Preparing Weekly Reports
- Training team members in handling the shipments.
- Co ordinating with Insurance companies and arrange to get the insurance claims in case of damages & pilferages
- Ensuring and organizing prompt and efficient delivery of goods to warehouse
- Liasing with stakeholders to ensure efficient and timely operation procedures are followed
- Well versed in Dubai Chamber of Commerce for certificate of origin processing
- Ensuring that all clients request are addressed and actioned on within the agreed KPI limit

- Generating Invoices as per agreed rate cards

DALDHIS GENERAL TRADING LLC

Period: Sept 2019-Oct 2020

Position: Senior Logistics officer

Functions :-

- Handling all communications with Shipper from Order placement to Shipment execution & documentation.
- Handling Import, Export & Cross-trade shipments to Jebel Ali, Kenya, Somalia & Djibouti from worldwide Suppliers for FMCG & Tyre products (ie, NESTLE, NESTRADE, PROCTOR & GAMBLE, KELLOGGS, BEIERSDORF, BRITISH PETROLEUM, CUMMINS, VOLVO & ALL MAJOR TYRE BRANDS)
- Co-ordination with 3PL Partners for the clearance of import shipments and bill of entry generation (import, Import for re-export, export, Transfer of ownership)
- Co-ordinate with clients and technical department for the third party inspection & certification.
- Legalization of export documents.
- Manage customs inspections and monitor customs duty refund of import for re-export shipments.
- Participate in Carrier management processes, such as selection, performance evaluation & freight negotiation

BRIDGESTONE MIDDLE EAST & AFRICA FZE

Operations Supervisor (Feb 2010-Oct 2020)

Functions: -

Hands on experience in Middle East & Africa markets related to :

Customer Service Management: Experienced in Handling Shipping Operations team of 5 managing GCC, East Africa, Maghreb & West Africa, Saudi Arabia & Levant regions. Coordinating with distributors concerning Order management, Shipment Planning, Review Letter of Credits, Ensuring Payment before Shipment. Preparing, checking accuracy of documentation to avoid any penalty/ Demurrage and Bank discrepancy.

Logistics Planning with Worldwide Offices: Proactive follow-up with Suppliers for Shipping & documentation to ensure Shipments are effected as per Customer's Request & Forecast.

Managing Shipping Operations with Inspection/ Shipping lines & 3PL agencies: Experienced in handling 3rd Party Logistics team, Shipping lines, Inspection companies to ensure efficient execution with regards to shipments mode (air/sea/ road) at the least possible cost.

Reporting to Management: Responsible for calculating Shipment Forecast (Monthly activity – Estimation of Sales for the next 3 months) & having discussions with the Management to align the final figures.

Operational Co-ordination & Supervision of the Team: Leading process improvement activities (Kaizen) to improve customer service and business performance organization wide. Improves customer service quality results by studying, evaluating, and re-designing processes, establishing and communicating service.

Reporting KPI Metrics & taking the necessary measures to improve : This includes Claim management, Taking measures to limit the Document Discrepancies, Customer feedbacks etc.

EUROSTAR FIRST LOGISTICS – Operations Incharge (Feb 2004 -Dec 2009)

PROFESSIONAL AND ACADEMIC CERTIFICATIONS

BBA from Rajiv Gandhi University (Distance Education)

PERSONAL DETAILS

- Visa Status : Company Sponsorship
- Marital Status : Married
- Nationality : Indian
- Languages : English, Hindi, Malayalam
- Age : 39 Years
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