

Jargies Mohamed

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Profile Summary

Experienced Operations Executive with a strong track record of optimizing processes and driving operational efficiency. Proven ability to lead teams, manage projects, and problem solve. Skilled at data analysis, resource management, and fostering cross-functional collaboration to achieve business goals. Adept at leveraging technology and best practices to deliver exceptional results.

Work Experience

Operation Executive

2024 - Present

Directway Cargo Transport LLC, Dubai

- Plan and optimize transport routes to ensure cost-effective and timely delivery of cargo.
- Monitor shipment schedules and adjust based on delays, weather, or unforeseen events.
- Serve as the primary point of contact for customers, drivers, transport vendors, and other stakeholders, Address customer inquiries, resolve complaints, and provide status updates on shipments.
- Coordinate with shippers, transport companies, and customs authorities to manage and optimize cargo movement.
- Utilize transportation management systems (TMS), GPS, and other logistics tools for effective operation tracking and reporting
- Manage the process of clearing freight by reviewing the bill of entry, delivery order, and DPC documents.
- Tokenizing, vehicle tracking, container inquiries and other features are available to **DP WORLD** hauliers.

Airport ground staff

2023 - 2024

Global Flight Handling service

Pune International Airport, India

- Assist passengers with check-in, boarding, and deplaning procedures.
- Provide clear information regarding flight schedules, gate changes, baggage claim, and general airport services.
- Verify passenger identification and travel documents, including passports and tickets.
- Manage and oversee the loading and unloading of luggage, ensuring proper tagging and transportation to the correct aircraft.
- Adhere to security protocols, including verifying passenger identities, baggage screening, and ensuring no prohibited items are carried on the aircraft.
- Coordinate with airline personnel, customs, and security teams to ensure smooth and efficient operations.
- Communicate flight delays, cancellations, or gate changes to passengers in a clear and professional manner.

Educational Background

Bachelor of vocational (B,voc)

Annamalai University,
Tamil nadui, India.

Certification

Internship for 3 months

Global Flight Handling Service
Chennai, Tamilnadu

Skills

- Communication with interpersonal skill
- Risk Management
- Leadership and Team Management
- Time management and Adaptability

Technical Skills

- MS OFFICE
- **DP World Trade**
- Invoicing Software
- GPRS Tracking

Languages

- Tamil
- English
- Malayalam
- Hindi