






Thameem Mohamed Ansari

LOGISTICS COORDINATOR

CONTACT

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-  Chennai, India

SKILLS

- Fleet Management
- Microsoft Excel
- Freight Forwarding
- Negotiation
- Problem Solving
- Time Management

LANGUAGES

- Tamil Native Proficiency
- English Professional Proficiency

ORGANIZATIONS

- 02/2015-04/2018 Sundarm Business Services
Customer Service Associate
- 06/2018-04/2019 Star Health Insurance
Customer Relation Officer
- 06/2019-01/2022 DTDC
Operations Executive
- 08/2022-12/2023 Mackly Technologies (Transco Freight)
Freight Forwarding Executive
- 05/2024-Present Bluedart Dhl
Logistics Coordinator

AWARDS

- 05/2016 Star Performer
Sundarm Business Services
- 07/2016 Star Performer
Sundarm Business Services

HOBBIES

Gym concisely and positively

OBJECTIVE

Dyanamic-logistics coordinator with drive for tackling goals and acheiving success committed to optimizing and coordinating process and experienced in troubleshooting and overcoming challenges.

EDUCATION

- 06/2009-06/2012 Diploma In Computer Science
Council For Technology & Science
- 06/2021-06/2023 Bachelor of Business Administration
Annamalai University

EXPERIENCE

- 02/2015-04/2018 Sundaram Business Services
Customer Service Associate
Tech service to provide end to end service for customers. Generate sales opportunities by performing cold calls daily.
Skilled in enhancing the level of customer satisfaction. Prepared effective action plans and schedules.
Handel and reslove any complaints or concerns for customers.
Developing knowledge of product, market, and sales strategy.
- 06/2018-04/2018 Star Health Insurance
Customer Relation Officer
Making outbound calls to prospective clients and get their appointments for further discussion.
Managed a high volume of customers claims, ensuring quality assurance and time resolution.
Investigated complex customer claims, ensuring quality assurance and timley resolution.
Educate new customers by answering product and service questions.
Ensure productivity targets and met daily.
Ensure follow ups and done daily.
performed data entry for online customer database.
- 06/2019-01/2022 DTDC
Operations Executive
Manage a fleet of delivery riders with in specific area (e.g. Schedule working times, Solve daily operations is-sue, Follow up on Equipment, conduct weekly rider meeting)
Assit and manage dispatching orderes.
Enjoy working with others and represent our company in postive way.
Pro-activity punctually, discipline, time managment and leadership.
Communicate closley with other departments (e.g destination branch dispatching team)
Proactively reslove the issues of customers.
- 08/2022-12/2023 Mackly Technologies (Transco Freight)
Frieght Forwarding Executive Canada Project
Coordinate activities related to dispatching,routing,tracking,billing and rates collation of multi modal transport.
Assist and manage dispatching of orders.
Ensured compliance with international rules and regulation.
I was expertise in fleet managment and border connect to clear the border, where i was playing vital role and handled my team under 10 folks as team leader.
Produced and reviewed logistics schedules,served as the first point of contact contact between vendor and the company.
- 05/2024-Present Bluedart Dhl
Logistics Co-Ordinator
Assist and manage dispatching orders.
Maintained relationship with key customers to provide the highest level of customer service.
Managed the day-to-day operations of logistics department, ensuring on time delivery of goods.Handling multiple report.
coordinating shipments, managing customs documentation, and maintaining strong relationships with clients and suppliers

PROJECTS

- 08/2022-12/2023 Transco Freight
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