



Contact

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Address

ROLLA STREET,
BUR DUBAI.

PASSPORT DETAILS

PASSPORT NO : Y5617912

EXPIRY DATE : 31/05/2033

VISA-VISIT VISA

Education

2019 B.Com

SHRI DURGA PARAMESHWARI
FIRST GRADE COLLEGE, KATEEL
62%

2016 PUC

LITTLE FLOWER COMPOSITE PU
COLEGE , KINNIGOLI
64%

2014 SSLC

SHREE AADI SHAKTI KANNADA
HIGHSCOOL MAJIWADA , THANE
80%

Language

- English
- Hindi
- Kannada
- Marathi
- Tulu

SHETTY SUDHARSHAN SATISH

CAREER OBJECTIVE

Intend to build a career in a reputed company where I can apply my knowledge and being able to show that I am an asset to the company.

Experience

○ **September 2023 To January 2024**

MERIDIAN FREIGHT FORWARDERS PVT LTD

IMPORT DOCUMENTATION EXECUTIVE

- Handling import documentation and over viewing the entire customs clearance process.
- Check-list preparation, IGM checking and billing of entry filling with Focus Software and ICEGATE.
- Custom duty calculation and handling Advance, MEIS, SEIS, RODETEP & ROSCTL license documentation.
- Preparing daily status report of import shipment and tracking the moment of vessels on a daily basis.
- Tracking and updating client for shipment status.
- Coordination with custom clearance department for getting status and to avail required document.

○ **September 2019 To March 2023**

CARGOLINKS SHIPPING & LOGISTICS

IMPORT DOCUMENTATION EXECUTIVE

- Handling import documentation and over viewing the entire customs clearance process.
- Handling Bulk Vessel (Bitumen,Oil) & Container shipment.
- Check-list preparation, IGM checking and billing of entry filling with Royal Impex Software and ICEGATE.
- Custom duty calculation and handling Advance, MEIS, SEIS, RODETEP & ROSCTL license documentation.
- Preparing daily status report of import shipment and tracking the moment of vessels on a daily basis.
- Tracking and updating client for shipment status.
- Coordination with custom clearance department for getting status and to avail required document.

○ **April 2019 To August 2019**

PPPS Mall

SALES EXECUTIVE

- Selling Android smart phones.

SKILLS

- DCA (Diploma In Computer Application)
- Comunication
- Handling Documentation
- Royal Impex & Focus software and ICEGATE.

PERSONAL DOSSIER

- DOB:13/09/1998
- Gender : Male
- Marital status : Single
- Nationality : Indian

TECHNICAL SKILLS

Computer Application -MS DOS, MS WORD, MS EXCEL, MS POWERPOINT, MS ACCESS.

REFERENCES

[Available upon request.]