



Muhammad Naushaf

Aviation and Logistics supervisor

+971 555665120

ummernaushaf77@gmail.com

DUBAI

CAREER OBJECTIVE

To work in an organization that provides an opportunity to acquaintance and experience. wish to optimally utilize my knowledge and add value to the organization.

PROFESSIONAL SYNOPSIS

- o B.B.A (Aviation & Logistics) Graduate with overall experience in Business administration, inventory management, supply chain, Distribution, Warehouse accounting and customer service.
- o Fair knowledge of operation management, Freight forwarder, Cargo/warehouse management, Aviation management and logistics.
- o Fair Knowledge in cargo operations.
- o Knowledge of electronic data interchange.
- o Fair Knowledge in freight forward & shipping.
- o Effective communicator with strong analytical, negotiation, problem solving skills.
- o Confident and persuasive team player, able to motivate and communicate to achieve exceptional business performance.

PROFESSIONAL EXPERIENCE

- o **Worked as a LOGISTICS INTERN in Cygnus solution Mangalore from (NOV-2021 To DEC-2022).**
- o **As an Inventory associate in Yenepoya food craft Mangalore from (MAY-2021 To NOV-2021).**

JOB RESPONSIBILITIES

- o Responded to customer requests for information and resolved billing issues.
- o Investigated pricing structures and suggested optimal vendors.
- o Scheduled deliveries and shipments, and provided real-time updates to all parties.
- o Completed comprehensive analysis of billing and shipping issues in previous months to determine areas in need of improvement.
- o Identified excess inventory and eliminated waste.
- o Managed loading, unloading, movement and sorting of supplies to keep deliveries on schedule.
- o Collaborated with new and established vendors to negotiate optimal pricing and scheduling.
- o Maintained damaged goods records, backorder logs and applicable regulatory reporting.

CORE COMPENTENCIES

- Operation Management
- Data Entry
- Supply Chain
- Warehouse Management
- MS Office
- MIS Reporting
- Inventory Management
- SAP
- Reconciliations
- Working knowledge in all accounting related software's.

EDUCATION AND CREDENTIALS

- o **Bachelors of business administration in aviation and logistics (2019-2022)**

Yenepoya university Mangalore

- o **Pre-University College (2017-2019)**

St. Philomena Pre-University College Puttur, Karnataka.

- o **SSLC (10TH STD) 2017**

Sudana Residential School

LANGUAGES KNOWN

- | | |
|-------------|------------------------|
| • English | Expert |
| • Malayalam | Expert/Native |
| • Hindi | Professional working |
| • Tamil | Professional working |
| • Kannada | Professional working |
| • Arabic | Basic (Read and Write) |

PERSONAL

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|---------------|--|
| • DOB | 25 th August 2000 (23 Year) |
| • Gender | Male |
| • Nationality | Indian |
| • Status | Unmarried/Single |
| • Passport | INDIA U2995603 |

Declaration: I hereby declare that the above-mentioned information is correct up to my knowledge and I Bear the responsibility for the correctness of the above-mentioned particulars.