

# CHANDANA K V

## Logistics Executive

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### OBJECTIVE

Highly skilled and results-driven Logistics Executive with 1 year and 6 months of experience in managing and optimizing supply chain, distribution, and transportation processes. Expertise in streamlining logistics operations, reducing costs, and ensuring timely delivery. Adept at developing strategic partnerships with vendors and suppliers, managing inventory, and implementing innovative solutions to meet business objectives. Strong problem-solving, organizational, and leadership skills to drive operational excellence and deliver results.

### EDUCATION

**Master of Business Administration**, Bharathiar University

2019 - 2021

**Logistics and Supply Chain Management, Human Resource Management**

**Bachelor of Commerce with Computer Application**, Calicut University

2016 - 2019

### SKILLS

#### Technical Skills

Zoho, Tally, MS Office, SAP

#### Soft Skills

Supply Chain Management, Logistics Strategy & Planning, Inventory & Warehouse Management, Transportation & Distribution, Cost Reduction & Budgeting, Vendor & Supplier Relations, Data Analysis & Reporting (e.g., using ERP systems), Risk Management & Compliance (including import/export regulations), Team Leadership & Staff Development, Process Improvement, Negotiation & Contract Management, Customer Relationship Management (CRM)

#### Languages

English, Hindi, Malayalam, Tamil

### EXPERIENCE

#### Logistics Executive

January 2024 – July 2024

*Alma Cargo Forwarding & Clearing LLC*

*Dubai, UAE*

- Oversee end-to-end logistics operations, ensuring the timely and cost-effective delivery of goods for Alma Cargo.
- Collaborate with cross-functional teams (sales, procurement, etc.) to streamline supply chain processes, reduce lead times, and minimize operational costs.
- Negotiate contracts and manage relationships with transportation and third-party logistics providers, reducing freight costs.
- Implement inventory management systems that improved stock turnover and reduced stockouts.
- Coordinate international shipments, ensuring compliance with customs and regulatory requirements.
- Develop and maintain KPIs to monitor logistics performance, improve efficiency, and achieve operational targets.
- Analyze and mitigate logistics risks, implementing contingency plans for disruptions in the supply chain.

**Logistics Coordinator**  
*AMI Logistics*

Dec 2022 – December 2023  
*Coimbatore, India*

- Coordinated daily logistics activities, including transportation scheduling, inventory management, and order fulfillment.
- Managed relationships with domestic and international vendors to ensure timely delivery and cost efficiency.
- Prepared and maintained accurate shipping documents, ensuring compliance with customs regulations and company policies.
- Optimized warehouse layout, increasing storage capacity and reducing pick-and-pack time.
- Monitored and tracked shipments, providing regular updates to customers and stakeholders.
- Assisted in the implementation of an automated inventory system, reducing manual errors and improving tracking accuracy.

#### **ADDITIONAL INFORMATION**

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- Date Of Brith : 29/12/1998
- Nationality : India
- Civil Status : Married
- Visa Status : Family Visa
- Passport No : W1923704
- Availability : Immediate