

# SAHIL BASHA, M

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## SUMMARY

A result-oriented and motivated B.Com graduate with practical experience as an Account Executive, managing key accounts in the logistics sector. Skilled in delivering tailored supply chain solutions, optimizing operations, and building strong client relationships. Proven ability to exceed targets and drive business growth. Currently seeking opportunities in a reputed company in the UAE to contribute expertise and support business growth.

## PROFESSIONAL EXPERIENCE

### Logistics Coordinator

STOW NEST STORAGE PVT. LTD | 2023-2024

- Track vessels inbound and outbound, maintaining communication with clients for updates.
- Coordinate with HIC Warehouse and offshore 3PL warehousing teams, overseeing loading and unloading activities while monitoring all relevant import/export-related tasks.
- Conduct stock reconciliation at all locations and verify invoices according to the activities completed.
- Update Goods Receipt Note (GRN), Goods Delivery Note (GDN), insurance sheets, and handle freight invoice bills, ensuring timely updates of import/export documentation and monitoring expiry dates.
- Ensure timely entry of dynamic GRN, GDN, and Bill of Entry (BOE), coordinating with customers for their requirements.

## SKILLS

- Logistics & Supply Chain: 3PL operations, freight booking, customs compliance, warehouse coordination, inventory management
- Professional Experience: Client relationship management, vendor coordination, process improvement
- Data Analysis: Performance metrics, operational efficiency tracking
- Software Proficiency: Microsoft Office Suite (Excel, PowerPoint, Word), Zoho Book, Odoo, basic ERP systems
- Soft Skills: Strong communication, problem-solving abilities, adaptability, teamwork, and collaboration

## EDUCATION

### Bachelor of Commerce (B.COM)

2021-2023

Kuvempu University shankaraghatta, GFGC Koppa

### Pre-University(10+2) in Commerce

2019-2020

SMSD PU College, Koppa

### SSLC (Secondary school leaving certificate)

2017-2018

SMSD GJC High school, Koppa

## ADDITIONAL INFORMATION

- **Hobbies & Activities:** Playing volleyball, Bodybuilding, Traveling
- **Languages:** English, Hindi, Kannada, Urdu
- **Gender:** Male
- **Nationality :** Indian

I hereby declare that the information provided above is true the best of my knowledge

**SAHIL BASHA M**