



DANY SCARIA RAJU

LOGISTICS PROFESSIONAL

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PASSPORT NO: V1017624

UAE DRIVING LICENSE NO: 4748158

OBJECTIVE

An MBA holder in Logistics & Supply Chain Management with 1.6 years of experience in the logistics industry in the UAE, specializing in custom documentation, clearance, and coordination. I aim to leverage my expertise in managing end-to-end logistics operations, ensuring regulatory compliance, and optimizing supply chain processes to contribute effectively to organizational growth. Passionate about continuous learning and dedicated to contributing to the success of a forward-thinking organization.

EXPERIENCE

LOGISTICS ASSISTANT (2023 - ONGOING)
GULBAHAR INTERNATIONAL FZE

- Assisted in different aspects of Export/Import operations,
- Handled customs clearance procedures, ensuring compliance with regulations & timely processing of shipments.
- Prepare and review all necessary shipping documents such as INVOICES, PACKING LIST, DA, EXP/IMP DECLARATION, LGP, COO.
- Obtaining approvals & attestations from special authorities / govt bodies (MOFA, MOCCA...) as required.
- Ensure all shipments comply with international shipping regulations, customs requirements, and company policies.
- Coordinate with the warehouse team to manage inventory levels and ensure accuracy in shipping.
- Utilize logistics software and tools to track shipments, manage documentation, and improve workflow efficiency.

LANGUAGES

- English
- Malayalam
- Tamil
- Hindi

KEY SKILLS

TECHNICAL SKILLS-

- Microsoft office suites
- Tally ERP 9
- Accounting (tally with GST)
- SAP Business One
- DUBAI TRADE
- MIRSAL - 2

SOFT SKILLS

- Communication
- Teamwork
- Time management
- Interpersonal skills
- Industry knowledge
- Adaptability

COCHIN PORT AUTHORITY, Ernakulam

Student Intern [15th March 2023 – 12th April 2023]

- Gained an understanding of Port operations like Vessel planning, ship berthing, port traffic management, export/import documentation

MIV LOGISTICS, Ernakulam

Student Intern [13th July 2022 – 12th Aug 2022]

- Gained an understanding of import / export operations.
- CFS Operations
- Export/Import documents
- Promoting the company's services to potential new clients.

EDUCATION

MBA: LOGISTICS & SUPPLYCHAIN MANAGEMENT

PONDICHERRY UNIVERSITY (2021-2023)

PDCFA

PROFESSIONAL DEPLOMAIN COMPUTERIZED FINANCIAL ACCOUNTING (2020-2021)

B.COM: FINANCE

CALICUT UNIVERSITY (2017-2020).

REFERENCES

[Available upon request.]

CERTIFICATIONS

- Excel essential training – LinkedIn Learning
- Inventory management- Udemy
- Project management – LinkedIn Learning