

# **MOHAMMED HISHAM A P M**

## **LOGISTICS CO-ORDINATOR**

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056 243 3906

DUBAI, UAE



## **PROFILE**

Dynamic and self-driven Logistics co-ordinator and an effective communicator with great technological expertise looking towards reputed firm to obtain suitable position where I can use my acquired experience and abilities to benefit organization there by ensuring mutual growth.

## **WORK EXPERIENCE**

### **LOGISTICS CO-ORDINATOR & TEAM LEAD- JAN 2021 - PRESENT**

ATL GLOBAL CARGO LLC – DUBAI, UAE

- Coordinated and supervised logistics operations across multiple sectors, managing the end-to-end process of shipments to ensure timely and efficient delivery.
- Led a team of logistics professionals, providing guidance, training, and support to ensure adherence to company standards and best practices.
- Handled customer interactions, including managing orders, addressing inquiries, and resolving issues to maintain high customer satisfaction.
- Managed invoicing processes, ensuring accurate billing and timely processing of customer payments.
- Supported destination operations, coordinating with receiving teams to facilitate smooth handling and delivery of goods.
- Oversaw manifesting activities, ensuring accurate documentation and compliance with regulatory requirements.
- Conducted reconciliation of shipping and financial records, verifying accuracy and resolving discrepancies as needed.
- Supervised the loading process, ensuring proper loading procedures, safety protocols, and optimal space utilization.

### **FACIITY ENGINEER – NOV 2017- JAN 2021**

ALFA ONE BUILDERS - KERALA, INDIA.

- Conducted regular maintenance checks on facility buildings and outbuildings.
- Organized and updated tracking and data systems.
- Assisted in overhaul of electrical and plumbing equipment.
- Coordinated budget management with Facility Operations department.
- Scheduled and updated purchase orders and delivery time frames.

## **EDUCATION**

### **Diploma in M E P**

Ace India Training, Cochin [Sep 2020 – Nov 2020]

### **B E in Mechanical Engineering**

Vinayaka Mission University, Chennai [2012- 2016]

### **High Schooling**

New Indian Model School, Sharjah, UAE [2008-2010]

## **LANGUAGES**

- English
- Malayalam
- Hindi
- Tamil

## **PERSONAL DETAILS**

Date of Birth - 27/09/1992

Nationality - Indian

Employment status – Full Time

Availability - Immediate

Passport No - U2871782

Driving Licence No - 4494379