



AJIN TV

LOGISTICS OPERATION EXECUTIVE

+971569375686
ajin7736@gmail.com
Deira, , Dubai, United Arab Emirates

ABOUT ME

Dynamic Logistics Operation Executive with 5 years at DHL BLUEDART EXPRESS LTD, adept in Supply Chain Management, advanced Logistics Software, and robust Inventory & Transportation Management. Excel in Contract Negotiation, MS Office proficiency, and Import/Export Documentation. B.Com graduate eager to leverage expertise in Vendor Management and drive operational excellence in your esteemed team.

SKILLS

Supply Chain Management

Logistics Software

Inventory Management

Transportation Management

Contract Negotiation

MS Office Word & Excel

Vender Management

Import Export Documentation

Warehouse Management

Freight Forwarding Operations

LINKS

LinkedIn:

www.linkedin.com/in/ajin-tv-b7682a20a

LANGUAGES

English

Hindi

Malayalam

Tamil

WORK EXPERIENCE

Logistics Operation Executive

DHL BLUEDART EXPRESS LTD / Aug 2018 - Feb 2023

- Plan and implement logistics strategies to optimize cost and improve efficiency.
- Oversee the daily operations of the logistics department including shipping, receiving, and inventory control.
- Ensure compliance with all local and international laws and regulations related to logistics and transportation.
- Hire, train, and supervise logistics team members to ensure efficient operation of the department.
- Implement safety and quality procedures to ensure a safe working environment for all logistics personnel.
- Improving customer relationship by analysing customer information and needs.
- Keeping track of the account and providing ongoing customer support
- Coordinating and monitoring inbound & outbound operations.
- Ensuring that operations meet legal and regulatory requirements and are in compliance with ISO standards.
- Collaborating with transportation systems to ensure prompt shipment pickups.
- Responding immediately to customer questions and complaints, and notifying them of any delays in the delivery schedule.
- Good Knowledge about Logistics Software.
- Managed & tracked package transfers such as bills of lading , delivery receipt, packing list & load tags.
- Handled high-Volume paperwork & collaborated with administrators to resolve invoicing & shipping problems

Sales Executive

TR TYERS PVT LTD / Feb 2023 - Apr 2024

- Building rapport with a customer and subsequently closing the deal.
- Devising and implementing the organisation's sales strategies.
- Finding new channels for selling and distributing products.
- Meeting and greeting customers and making them feel welcome.
- Ensuring sales targets are met before the specified deadlines.
- Using negotiation and communication skills to sell new products in small retail.

EDUCATION

Bachelor of Commerce

University Of Calicut / Thrissur, Kerala / 2017

Professional Diploma In Logistics And Supply Chain Management
Institute Of Keltron / Thrissur , Kerala / 2018

PERSONAL DETAILS

Date of birth
09 Feb 1996

Nationality
INDIAN

Visa status
Visit Visa

Marital status
Single