



🏠 Hor Al Anz Deira, Dubai UAE.

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Nationality : Indian

Visa Status : Visit

Mohamed Salman. S

OBJECTIVE

To work in an organization that provides opportunities to enhance my skills and knowledge along with contributing to the growth of the organization.

WORK EXPERIENCE

**Skywaves cargo & Clearing LLC – Dubai Airport Cargo village
(Operation Executive) (2025)**

ROLES & RESPONSIBILITIES

- Arrange the Bill of Entry.
- Sea Delivery Order (DO) Request.
- Arrange the customs submission documents.
- Arrange the Delivery Documents.
- Arrange the inspection booking

WORK EXPERIENCE

**KPS & Co (Customs House Agent), Chennai – 600001
(Export Documentation Executive) April 2024 – March 2025**

ROLES & RESPONSIBILITIES

- Submit SI (Shipping Instruction): This is done through the designated liner's website or system.
- Submit VGM (Verified Gross Mass): Ensure the weight is accurately documented according to regulations.
- Form 13 Submission: Complete and submit this form as required.
- Post the Form 13 to the Direct port and CFS.
- Shipping bill and VGM Submission in (Odex Software).
- Arrange the Bill of Lading Draft.
- Arrange the COO (Certificate of Origin).
- Daily Status Report (DSR) updating Export shipment.

WORK EXPERIENCE

Worked as a Wharf & Deck Checker
(CCT) Chennai Container Terminal - Chennai Port.
(6 Months of experience)

ROLES & RESPONSIBILITIES

- Guiding QC gantry, man cage operation, hatch cover operations.
- Yard inventory, Gate operation.
- Loading Side: Checking & Locking of Containers. Unloading Side: Containers are assessed and sent to yard.
- Documenting and Reporting of any damaged containers using appropriate paperwork and procedures. Verifying the documents (EIR Copy) before transport.

EDUCATIONAL QUALIFICATION

Bachelor of Business Administration (BBA)
Khadir Mohideen college-Adirampattinam (**Affiliated to**
Bharathidasan university) Tiruchirappalli 2020-2023.

CERTIFICATION

Diploma in Logistics and Shipping,
Institute Name: Galaxy International Institute of Logistics – Chennai.
(2023)

KEY SKILLS

- Knowledge of MS Word, Excel and Power point.
- Accounting systems basic knowledge – Invoices, Bills, Purchases, Account payable and receivables.
- Problem solving and Analytical skills.
- Type writing skills.

DECLARATION

I Hereby declare that the above-mentioned information is correct up to my knowledge and I will solely be responsible for it.
