



Muhammad Naushaf

Aviation and Logistics supervisor

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DUBAI

CAREER OBJECTIVE

To work in an organization that provides an opportunity to acquaintance and experience. wish to optimally utilize my knowledge and add value to the organization.

PROFESSIONAL SYNOPSIS

- o B.B.A (Aviation & Logistics) Graduate with overall experience in Business administration, inventory management, supply chain, Distribution, Warehouse accounting and customer service.
- o Fair knowledge of operation management, Freight forwarder, Cargo/warehouse management, Aviation management and logistics.
- o Fair Knowledge in cargo operations.
- o Knowledge of electronic data interchange.
- o Fair Knowledge in freight forward & shipping.
- o Effective communicator with strong analytical, negotiation, problem solving skills.
- o Confident and persuasive team player, able to motivate and communicate to achieve exceptional business performance.

PROFESSIONAL EXPERIENCE

- o **Worked as a LOGISTICS INTERN in Cygnus solution Mangalore from (NOV-2021 To DEC-2022).**
- o **As an Inventory associate in Yenepoya food craft Mangalore from (MAY-2021 To NOV-2021).**

JOB RESPONSIBILITIES

- o Responded to customer requests for information and resolved billing issues.
- o Investigated pricing structures and suggested optimal vendors.
- o Scheduled deliveries and shipments, and provided real-time updates to all parties.
- o Completed comprehensive analysis of billing and shipping issues in previous months to determine areas in need of improvement.
- o Identified excess inventory and eliminated waste.
- o Managed loading, unloading, movement and sorting of supplies to keep deliveries on schedule.
- o Collaborated with new and established vendors to negotiate optimal pricing and scheduling.
- o Maintained damaged goods records, backorder logs and applicable regulatory reporting.

CORE COMPETENCIES

- Operation Management
- Data Entry
- Supply Chain
- Warehouse Management
- MS Office
- MIS Reporting
- Inventory Management
- SAP
- Reconciliations
- Working knowledge in all accounting related software's.

EDUCATION AND CREDENTIALS

- o **Bachelors of business administration in aviation and logistics (2019-2022)**

Yenepoya university Mangalore

- o **Pre-University College (2017-2019)**

St. Philomena Pre-University College Puttur, Karnataka.

- o **SSLC (10TH STD) 2017**

Sudana Residential School

LANGUAGES KNOWN

- | | |
|-------------|------------------------|
| • English | Expert |
| • Malayalam | Expert/Native |
| • Hindi | Professional working |
| • Tamil | Professional working |
| • Kannada | Professional working |
| • Arabic | Basic (Read and Write) |

PERSONAL

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|---------------|--|
| • DOB | 25 th August 2000 (23 Year) |
| • Gender | Male |
| • Nationality | Indian |
| • Status | Unmarried/Single |
| • Passport | INDIA U2995603 |

Declaration: I hereby declare that the above-mentioned information is correct up to my knowledge and I Bear the responsibility for the correctness of the above-mentioned particulars.