

NANDHA GOPAL P

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Address: Flat No. 208, 2nd Floor Al Kifaf Area, 318/4C Street, Karama Dubai

Professional Summary

Experienced Logistics Executive with a solid background in managing supply chain operations, transportation, and inventory. Adept at optimizing processes, reducing costs, and ensuring timely delivery while maintaining regulatory compliance. Skilled in vendor management, data analysis, and team leadership to enhance efficiency and service quality.

Experience

LOGISTICS EXECUTIVE | Dec 2024

Zetwerk Manufacturing Business Private Limited - Bangalore.

- Ensuring all logistics activities comply with relevant regulations and standards. Handling necessary documentation for shipments, customs, and regulatory requirements.
- Building and maintaining relationships with suppliers and vendors. Negotiating contracts and ensuring that suppliers meet quality and delivery standards.
- Monitoring and controlling inventory levels to avoid overstocking or stockouts. This includes forecasting demand and adjusting inventory policies accordingly.
- Managing transportation logistics to ensure timely and cost-effective delivery of goods.
- Create, update, and organize shipment records, including bills of lading, packing lists, customs documentation, and delivery receipts.
- Stay up to date with industry trends, regulatory changes, and advancements in logistics technology to enhance job knowledge and contribute to process enhancements.
- Handling and managing invoices and related documents to ensure accurate and timely payments.

CUSTOMER SERVICE- EXPORT | April 2022 – May 2023

Glottis Private Limited - Bangalore

- Provide exceptional customer service by efficiently managing order inquiries, processing orders, and ensuring on-time delivery of goods to meet customer expectations.
- Utilize logistics systems and tracking tools to monitor shipment progress, providing real-time updates to customers and proactively addressing any potential delivery challenges.
- Ensure accuracy in order processing, shipping details, and invoicing, minimizing errors and maintaining high levels of customer satisfaction.
- Collaborate with cross-functional teams to address customer needs, optimize supply chain operations, and drive continuous improvement.

SALES EXECUTIVE | April 2021 – March 2022

Freight Bridge Logistics Private Limited - Tirupur

- Cultivate and maintain strong client relationships, leveraging product knowledge and negotiation skills to secure new business opportunities.
- Develop strategic sales plans, identifying market trends and competitive insights to drive effective sales strategies.
- Collaborate with internal teams to ensure seamless execution of sales contracts and deliver exceptional customer service.
- Negotiate contracts, pricing, and terms to secure profitable and mutually beneficial agreements with clients

Accomplishments

- Participated in SGFI U-17 Volleyball Nationals held at Gujarat.
- Attended Youth State Volleyball Association
- Secured III place in Slogan Writing at World Consumer Rights-held at Alagappa University, Karaikudi
- Participated in the “Webinar on Logistics Intermediaries in Global Trade: Challenges & Opportunities”

Certification

- Certification Course in TYPEWRITING.
- Attended an “INTERNATIONAL CONFERENCE ON FDI MAKE ININDIA-SYNERGISTS OF TRANSFORMING INDIANECONOMY”
- PG Internship K.M. KNITWEAR, TIRUPUR
- Certificate Course in EFFECTIVEWRITING

Education Summary

- Alagappa University, Karaikudi – MBA International Business 2018-2020
Export & Import and Supply Chain Management
- PSG College of Arts & Science, Coimbatore - B.Com. Business Process Services 2015-2018
Commerce, Accounts and Financial Management
- Bharathi Vidya Bhavan Matriculation Higher Secondary School, Erode – Commerce 2013-2015
Commerce with Business Math

Hobbies

Volleyball, Cooking

Skills

- Languages Known: Advance in English and Tamil
- Computer Skill: Proficient in MS Office and Google Sheets