

**SUPPLY CHAIN • SHIPPING • LOGISTICS • TRANSPORT**

*Offering 3+ years of prolific experience and seeking middle level assignments across the Industry*



PROFILE

* **Versatile Professional** with a unique blend Managerial, Technical, Functional and Qualitative skills having diverse experience in Supply Chain Management, Inventory Management, Contracts Management, Commercial Operations, Transportation, Dispatch and Documentation, etc
* Hands on exposure to various facets of **Shipping, Supply Chain Management, Logistics, Corporate Sustainability Programs, Credit Control, Planning & Control, Budgeting, , Inventory Management**; currently spearheading as **Senior Associate with Maersk Global Service**
* Expertise in handling imports/ exports, logistics/ freight forwarding related documentation & formalities and possess in-depth knowledge of exports/ imports operations and documents.
* Professional record demonstrates **hands on exposure to various facets of Inventory Management** thereby garnered strong capabilities in Stock Management, Transportation, Valuation and Analysis
* Core competence in **establishing systems & procedures for effective management of distribution operations** with expertise in providing total logistic solutions to ensure cost effective and smooth flow of materials

***Core Functional Strengths***

Supply Chain 🞛Shipping 🞛 Logistics 🞛 Cargo 🞛 Operations Management 🞛 Relationship Management 🞛 Documentation



PROFESSIONAL EXPERIENCE

**GLOBAL SERVICE Since Apr 2014**

**Senior Associate**

* Efficiently carrying out vessel operations & administration for Central west Africa Exports by assuring optimal inventory levels to attain maximum cost savings
* Booking, , Reconciliation, Issuance and BA handling
* Focal point for export process and communicate with internal and external customers constructively and in the most professional manner, thereby instilling confidence in the customers
* Handling end to end export process i.e. Creation of Booking, Reconciliation, and Invoice generation
* Respond to e-mail’s, within the agreed SLAs to maximize the customer satisfaction and business requirements
* Coordinate with operations team to ensure the trans-shipment units are connected on correct vessel
* Build good rapport with terminal colleagues which helps to get the updated information of each vessel for us to make exceptions to accept bookings on last minute.
* Supervising container loading & port operation in coordination with operation department & Terminal to load the containers on planned vessel
* Entrusted with the task of container handling which involves proper stacking & implementing FIFO/ Safety measures for smooth and timely movement of stocks

**RELAY SYSTEM LTD Sept 2012- Mar 2014**

**Management Trainee**

* Coordinated with the buyers as well as plant for booking of containers
* Managed Logistics and After Sales Service by coordinating with the Dealer and Customer Relation Center.
* Developed and enhanced business for the organization in the assigned area and carrying out seamless sales and marketing activities to achieve the assigned targets in turnaround time
* Looked after inventory management and control, maintaining adequate inventory and replenishing it based on demand/supply forecasts
* Handled supervision of the overall performance of Sales, costs, coordinated with the vendors for monitoring the quality and the timely delivery of the incoming materials
* Handling transport arrangement, working on freight structure
* Seamlessly coordinating as well as negotiating with various parties including Vendors, and Transporter (Logistics) to facilitate timely & uninterrupted operations
* Liaising with transporter for shipping of material within the country as well as exports
* Negotiating with transporters, shippers/consignees, etc. to ensure seamless, cost-effective movement of consignment and timely delivery of orders
* Processing bills of vendors & transporters while facilitating timely delivery to customer & POD reconciliation
* Ensuring strict adherence to excise & sale tax guidelines



EDUCATIONAL CREDENTIALS

**Pursuing Member Institute of Chartered Shipbrokers**

**Executive Diploma in Supply Chain & Logistics, 2014**

Loyola Institute of Business Administration

**Bachelors of Commerce, 2012**

Mar Gregorious

**Technical Skills**

MS Office, Windows, Internet Applications



**Date of Birth:** 13th March, 1991

**Language Proficiency:** English, Hindi and Tamil

**First Name of Application CV No:** **1704234**

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