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| **Krishna**  |

**Objective **

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Seeking a challenging and gratifying position to utilize more than 13 years of vast and varied experience at various levels as Operations & Documentation in the freight forwarding industry, presently working as Operations Supervisor in a freight forwarding company.

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| **Areas of Expertise**  |

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| * Leadership skills
 | * Custom clearance
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| * Import, Export, NVOCC Documentation
 | * Cross Trade shipments
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**Career Snapshot **

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| **TOS Middle East LLC- Dubai, UAE**Supervisor Operations – Freight Forwarding |  **June 2014 to August 2015** |
| **Stalco Abu Dhabi LLC, UAE**Supervisor – C & F Department |  **August 2013 to April 2014** |
| **Inchcape Shipping Services – Dubai, UAE****(Regional Office – Middle East, Africa & India)**Supervisor – Export Operations (cargo services) | **December 2003 to September 2012** |
| **J. N Container Services – Madras, India**Documentations Executive |  **July 2002 to September 2003** |
| **Al Hilal Shipping Agency LLC – Dubai, UAE**Documentation Executive |  **October 2000 to June 2002** |
| **Seaport International Shipping Co. LLC – Dubai, UAE**Documentation Executive in Marine Department |  **May 2000 to August 2000** |
| **Sea Bridge Shipping Agency (India) Pvt. Ltd. – Madras, India**Documentation Executive |  **May 1998 to March 2000** |
| **Berger Paints India Limited – Madras, India**Senior Sales Representative (Retail Business Line) |  **July 1995 to July 1997** |
| **Gillanders Arbuthnot & Co. Ltd. – Madras, India**Sales Representative |  **June 1990 to June 1995** |
| **Surya Paints & Oil Works – Madras, India**Sales Representative |  **June 1989 to June 1990** |

**Proven Job Role **

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| **TOS Middle East LLC – Dubai, UAE June 2014 till date****Supervisor Operations – Freight Forwarding****Job Profile:*** Procuring best rates from Trucking companies
* Liaise with Network agents for import rates and destination charges
* Procuring/negotiating rates from shipping lines for agent/ nominated business.
* Liaise with origin overseas agent/principal to ensure all import docs in hand prior arrival of the cargo
* Liaise with carrier and port for smooth delivery
* Arrange transshipment and/or cross-stuffing of cargoes as requested by our overseas agents/principals and arrange onward shipment to final destination
* Co-ordinate with Documentation team to ensure timely issue of B/L and delivery orders
* Checking and approving Shipping Lines and transporters’ invoices
* Answering principals’/agents’ queries or corresponding with them for any issues
* Ensuring jobs are updated until job closure

**Stalco Abu Dhabi LLC , UAE August 2013 till April 2014****Supervisor – C& F Department****Job Profile:*** Supervising Sea freight - Import /Export documentation and operation.
* Handling Exhibition cargo customs clearance and documentation
* Experience in handling Abud dhabi Zone corp/Industrial Licence cargo clearance

**Inchcape Shipping Services – Dubai, UAE December 2003 to September 2012****(Regional Office – Middle East, Africa & India)****Job Profile:*** Well versed in import/export operation, documentation. FCL/LCL consolidation
* Handling good experience in Cross Trade shipments and issuing Switch bill of lading
* Prepare, maintain, communicate all operational SOP’s
* Evaluate procedures and processes and provide recommendations for improvements in operations
* Coordinating with overseas agents, custom & port authorities for import/Export shipments
* Supervising Export/Import Operation and documentation including Free zone shipments
* Prepare quotations for overseas agents and for new prospective clients
* Negotiate rates with shipping Lines for export and import shipments
* Handled import and export of Exhibition cargo

**J.N Container Services- Madras, India July 2002 to September 2003****Documentation Executive****Job Profile:*** Preparation of Import and Export Manifest to Port and Customs
* Coordinating with Importers, Port & Customs authorities for cargo unstuffing for LCL and FCL shipments.
* Issuing Delivery Order for imports.

**Al Hilal Shipping Agency LLC- Dubai, UAE October 2000 to June 2002****Documentation Executive****Job Profile:*** Liner Import, Export and NVOCC documentation for UAE and Upper Gulf destinations.
* Preparation of Import and Export Manifest to Port and Customs
* Coordinating with Importers, Port & Customs authorities for cargo unstuffing for LCL and FCL shipments
* Issuing Delivery Order for imports
* Preparation of Bill of Lading for Export
* Online documentation for Export and Import
* Preparation of freight summary report
* Preparation and submission of Bill of Entry for upper gulf shipments

**Seaport International Shipping Co. LLC – Dubai, UAE May 2000 to August 2000****Documentation Executive – Marine Department****Job Profile:*** Import and Export documentation .
* Preparation of Import and Export Manifest to Port and Customs
* Issuing delivery order for import shipments

**Experience in India:****Sea Bridge Shipping Agency(India) Pvt. Ltd. – Madras, India May 1998 to March 2000****(Agents for ICON Lines –** **M/s. WSA Lines Pvt Ltd, Chennai July 1997 to April 1998****M/s. Shree Sankar Shipping Services private Limited June 1990 to June 1997** |

**Educational Qualification **

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| Bachelor’s degree in Economics from Madras UniversityPost Graduate Diploma in Export/Import Management |

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| **Personal Details**  |

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| Nationality: Indian Date of Birth: 16th July 1968Marital Status: Languages: English, Tamil, Malayalam & Hindi |

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