**Amer**

**Personal Statement**

Confident, positive and experienced **Logistics professional** with 4 years of experience, well versed in all operational and financial aspects of supply chain management, fleet management, quality control, inventory control and customer service with extensive knowledge of enterprise deployment systems.

 **Skills**

* Logistics Management
* Material Planning
* Packing and Distribution
* Reverse Logistics
* Inventory/Warehouse Management
* Import/Export Documentation
* SAP MM
* SAP SRM
* Procurement
* Contract Management
* Negotiations
* Sourcing
* Vendor Management
* Accounts Payable
* Advanced problem-solving
* MS-Office

 **Areas of Expertise**

* Global logistics
* Inventory tracking
* Budget management
* Sea, ground, rail and air transportation
* Vendor management
* 2PL, 3PL knowledge
* Imports and exports
* Inventory control
* Reverse logistics
* Warehouse and fulfilment
* Price and Terms negotiations
* Logistics network analysis
* Strategic planner
* Cost reduction

 **Career Objective**

To implement the knowledge and skills acquired in Logistics and Supply chain services and to make a thriving career in “**Logistics and SCM**” by working in a competitive and challenging environment for overall expansion of my skills and knowledge which in turn helps the organization in growing and achieving their goals.

 **Experience**

## Logistics Specialist 08/2014 to 04/2016

E.I.DuPontHyderabad, Telangana

Responsibilities include:

* Accountable for all present logistics support to ongoing land, air, rail and water operations.
* Execute functions in areas of shipping, delivery, receiving, storage, distribution and packing.
* Coordinate delivery arrangements with warehouses, freight forwarders, carriers, customs and relevant parties.
* Handle Import/ Export, LC documentation and Preparing delivery documents, packing lists, bill of lading, etc.
* Responsible for having proper Inco terms like DAT, DAP, DDP, CIP, FCA with all vendors and freight forwarders.
* Participates in logistics planning for projects from the tender phase, landed cost including freight and duties, reviewing requirements until end of the project.
* Coordinates orders for shipment of cargo from point of origin to point of destination, to ensure product meets required delivery in the most efficient method.
* Coordinate and supervise all activities related to Inbound/Outbound of goods and ensure operation is coordinated efficiently and safely.
* Reviews inventory position weekly against outstanding orders & takes action to expedite inbound shipments to meet customer demands.
* Responsible for procuring/purchasing of material at a lower cost by being a part of sourcing team, decision making on price, ensuring the business parameters of “Turnaround Time” and “Accuracy” are met.
* Cost Saving with negotiation with freight forwarder Shipping line and Air line for best price.
* Coordinating for sea/air import shipments with overseas agents and local shipping/airlines for timely arrival and arranging for local clearance and dispatch of the same to the clients.
* Corrective action on non-conformity, damaged / short deliveries and return / replacement and handling Clearance of service providers invoices.
* Verifying that proper G.R.N is made on receiving goods and ensuring that records are maintained for receiving & issuing goods on daily basis.
* Gathers data on value of the service provider and analyzes business- short-term needs while planning movement of shipments.
* Interacting with vendors globally, involve in RFP, RFQ, and RFI process. Bidding with vendors and creating agreements with them.
* Processing of requisitions to purchase orders in SAP and coordinating with vendors on rush orders and order changes. .
* Identifying potential cost savings and cost avoidance opportunities and negotiating with vendors on Pricing, Pay terms and Inco terms.
* Performing monthly and quarterly spend analysis for vendors on different commodities and preparing dash boards on monthly and quarterly basis.
* Improved on time delivery by monitoring the shipments on regular basis, so that the goods reach the destination on time.

## Logistics Co-ordinator 02/2013 to 07/2014

GenpactHyderabad, Telangana

Responsibilities include:

* Supported pharmaceutical client in Logistics and Procurement function under (Supply Chain Management) as Logistics Co-ordinator.
* Accountable for import, export, domestic files closure to invoice reconciliation, planning, scheduling control, freight invoice administration.
* Liaising with freight forwarders in negotiating freight rates, obtaining monthly rates, handling Tender inquiries, License Renewals, etc.
* Interaction with shipping line/ Port highlighting service issues to them, taking up claims with them, thus ensuring issues are resolved at the earliest & international service standards are met.
* Maintain control and ensure regulations to all import and export processes and monitor work according to corporate and local policies and evaluate all new custom requirements and supervise everyday operations according to standard.
* Complete responsibility for entire stock, material & equipment's and preparation of detailed reports.
* Planning for cost effective freight movements and developing cost reduction strategies.
* Source products and raw materials at quality and cost standards consistent with company business objectives.
* Co-ordinate with freight forwarders for Export Shipments (Keep update about the ETA and ETD of the consignment, updates consignee about the arrival notification and transfers the original set of shipping documents before the shipments arrives the destination port).
* Oversee all aspects of client account relating to the receipt, storage, shipment and transportation of goods and the maintenance of the client’s needs as per SLA.
* Solve logistics issues and associated customer complaints by providing inventive solutions.
* Ensuring stock levels are managed and controlled effectively.
* Cost Saving with negotiation with freight forwarder Shipping line and Air line for best price.
* Generates, develops & implements appropriate/standardized reporting. Prepares & submits statistical reports to the management.
* Maintaining effective business relationships with customers.

## Logistics Executive 04/2012 to 01/2013

GenpactHyderabad, Telangana

Responsibilities include:

* Planned and scheduled all distribution services, including, receiving, storage, handling of returned goods, maintenance and administrative activities to ensure customer requirements are met in an efficient manner & meet prescribed cost and service standards.
* Develop logistics along with support plans, budget requirements and deployment timelines for new operations.
* Monitor and provide response to all custom inquiries and requests and obtain required product certifications for all export and import products for custom clearance.
* Working closely with 2pl's & 3pl’s to establish base pricing.
* Ensure that the ISO forms reported related to project department, receiving of material, installation (inspection) of material & mock up items movements to be filed and followed up with both client and logistic & installation department.
* Develop and execute tools and methodologies to enable effective implementation of logistic plans.
* Responsible for recording data measurements to help follow trends in order to identify alternative ways to improve the moves and logistics services to the economic benefit of DuPont.
* Manage freight invoice control, cost allocation and open statement reports.
* Develop reports on material and personnel movements and various operational logistics problems.
* Ensuring accurate inventory records with “O” variance objective.
* Coordinates pre-shipping instructions and works with service provider(s) on movements.
* Identify research, analyze and resolve any issues associated with customer shipments.
* Creating and maintaining spreadsheets to report and analyze data.

 **Achievements**

As Logistics Specialist at DuPont:

* Lowered freight rates by 5% by negotiating with manufacturers and the transportation department.
* Saved US $ 83,000 in 1 year by negotiating with multiple vendors.
* Increased the on-time deliveries to 96% within the first year of employment.
* Achieved 4 customer delight awards from client in last 9 months.
* Achieved POB (Pat on the back) award in the first 3 months of production and one more later in the year.
* Received appreciations within DuPont by Top Management for the hard work done during my tenure.

As Logistics Co-ordinator at Genpact​​ :

* Subject Matter Expert for Req to PO Process. And Cross-trained on all the applications, business’s & activities in the process.
* Within no time I have been awarded silver award globally by Abbott client.
* Received Best Team Award (Procurement Team) in Sep 2013.
* Improved overall accuracy in the process by ensuring the work is done with in TAT.

As Logistics Executive at Genpact​​ :

* Achieved Best debutant award twice for continuously be the top performer in team.
* Received several appreciations from client & higher management [Quick TAT and resolving issues for fast & flexible exceeding expectation performance].
* Developed new quality standards for better quality performance and reliability.
* Appreciated by team members for establishing good working relationships with customers/clients.

 **On-Job Training**

* Lean Six Sigma Training and certificate of attainment.
* Training for Oracle E-Business platform.
* SAP MM (Material Management) & SRM (Supplier Relationship Management) end user ERP ECC 4.0 and 6.0.
* Training and certification in Logistics and SCM from V-skills.

 **Education**

|  |  |
| --- | --- |
| **MBA (Marketing & Finance)** | **09/2012 to 09/2014** |
| Osmania University | Hyderabad, Telangana, India. |
|  |  |
| **B. Sc. (Mathematics & Computer Science** | **07/2008 to 05/2011**  |
| Osmania University | Hyderabad, Telangana, India. |
|  |  |
| **Intermediate: Mathematics, Physics & Chemistry** | **06/2006 to 05/2008** |
| Board of Intermediate Education | Hyderabad, Telangana, India. |
|  |  |
| **SSC: English, Mathematics, Science & Social** | **06/2004 to 05/2006** |
| Board of Secondary Education | Hyderabad, Telangana, India. |

##

 **Hobbies & Interest**

* Watching & playing cricket, Surfing Net, Social Network and Playing Carrom.

 **Personal Information**

* Date of Birth: 3rd of June, 1991
* Religion: Islam
* Nationality: Indian
* Sex: Male
* Status: Single
* No. of Dependents: 6 Members
* Linguistic Proficiencies: Can Read, Write and Communicate Fluently in English, Hindi, Telugu and Urdu.

**Job Seeker First Name / CV No: 17120416**

[Click to send CV No & get contact details of candidate](http://www.gulfjobseeker.com/feedback/submit_fb_em.php)

 