**Abhishek.M**

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**Objectives**

Seeking a responsible and challenging position in an organization, which utilizes my expertise in the job to the fullest extent by providing and demanding work culture and also to establish benchmarking in concern and client centric projects.

**Profile :**

* **5+ years** of experience in in **Logistics, Shipping, Customer Service , Documentation & Customs Clearance in INDIA and UAE**
* Excellent communication skills in English.
* Well organized self-starter with proven capacity to learn and apply new knowledge quickly.
* Organized, highly motivated, and detail-directed problem solver.
* Self-motivated, comfortable in taking initiative & working under minimum supervision.
* Can work under pressure & meet deadline without sacrificing quality of output.
* Motivated by achieving high standards of work, satisfying customers and making a direct contribution towards a company’s success.
* Hold Bachelor Degree in Commerce (B.Com.)
* Customs Clearance
* Finalizing Sop’s for corporate clients by understanding their Requirements in End to End.
* Have the ability to quickly identify problems as well as provide appropriate solutions.
* Possesses excellent planning, analytical & organizational skills and can work well independently.

**Professional Experience:**

**U.A.E - 02/2014 to 08/2016**

Shipping Agency the subsidiary Group is one of the leading Agents of **American President Lines Ltd** (**APL**) & Shipping Agent in East Coast of UAE, owned by **HH Sheikh Saleh Bin Mohammed Al Sharqi**. Since established in 1982. **A** associated with **APL** since 1983, the world leading container liner serving in East Coast of UAE.

**Highlighted Duties:**

* Responsible to handle EXPORT / IMPORT booking queries and issue Container release order to the customer
* Coordinate with FUJAIRAH PORT, SHARJAH PORT in regards of releasing the empty Container to the Shippers
* Liaise with PORT authorizes to Sort out the issues related to releasing the EMPTY CNTR and accepting the full container
* Arranging TERMINAL TRANSFERS, CFS and X-Ray Inspections as per the Shipper Request.
* Coordinate with PORT OPERATION TEAM to arrange 3rd Party FEEDER booking and updating the VESSEL ROTATION in SYSTEM
* Coordinate with Sales Team to resolve the rate related issue
* Arranging DG approval from the POL Vessel operator & Transshipment PORT also.
* Prepare and sending booking status reports to higher authorities on daily basis.
* Custom Clearance & Transportation .
* Handling vessels calling at Fujairah and Khorfakkan port /anchorage.
* Prior to arrival, communicating with master, Owners and Charters efficiently for safe and smooth operation of the voyage
* Preparing pre-arrival documentation & formalities related to vessel calls at port and anchorage.
* Look into berthing prospects of vessels; maintain coordination with port authorities for gaining berthing and pilot movements of vessels under our agency enabling a smooth turnaround of the vessel.
* Crew Sign On / Sign Off: Attending crew change/Seaman visa arrangements from different countries.
* Efficiently handle entire communication / correspondence for many vessels at a time.
* Reporting to the General manager and manage the day to day operational activities and Monitoring the performance of the vessel at Port and anchorage.
* Customs documentation (Bill of Entry, Import, Export and Import for Re export)
* Handling and clearing of air and sea cargo consignments
* Negotiate Rates with Shipping lines / Airlines / Land Transporting companies

**MAERSK GLOBAL SERVICE CENTERS CHENNAI –INDIA - 06/2010 to 08/2013**

**Maersk** is one of the world’s leading providers of point-to-point Container shipping services. To support this core business, it also offers a range of value-added Logistics services, from relatively simple freight management to sophisticated supply chain Management.

**Highlighted Duties:**

* Export / Import Documentation
* Monitoring the schedules of vessel/voyages which sails from one port to another and chase the operational departments and shippers to assist their cargo delivered smoothly in their respective destinations.
* Finalizing the containers for loading before 24hrs of Vessel arrival.
* Clearing WCRS reports on daily basis.
* Preparing the Loading plan and allotting the same to the concerned department to prepare for the loading sheet.
* Checking and inputting Vessel Schedule – The first and main input to the process.
* Triggering **Arrival notice, DO** and Vessels Tracking for **Middle East, South Asia & North America, EUROPE** and updating daily status of the same.
* Submission of IGM (Import General Manifest) to customs.
* Coordinating with Front Office on Export Shipment & Queries.
* Handling the External communication with the internal customer and the external customer for the queries related to the process, via Mails and Voice.
* Working as Export Manifestor for Middle East Area, Central American & North American Regions
* Handling the WCRS (World Cargo Release System) issues & House bills transmission.
* Implementation of new SOPs to the team and to make sure they are followed.
* Ensure internal processes are being continuously analyzed to identify possibilities for Improvement and ensure full implementation.
* Handling the Responsibility of preparing reports, to be sent to Origin Office.
* Handling documentation process ,Checking the Freight Contract & Freight Restriction for the Shipment.

**Achievements:**

* Participating in Team building activities like cultural & winning the prizes.
* Analyzing the SOP’s (Standard Operating Procedure) of Key Customers shipments &

Provided clear idea for that to make the shipment in ease method.

* Getting continues appreciations from Key Customers (**Walmart, Dubai Aluminium,**

**Sabic, SIFA Transit, Exxon mobil, Acerinox etc**...

* Preparing Internal Review Meeting Reports& Shift reports
* Being a Sports Committee Member
* Giving Process Improvements to the team through regular presentations
* Training given to the new Members joining the team.

**Educational Qualifications:**

**B.Com** – Kerala University in the Year 2010.

**Institution:** T.K.M.M. College, Nangiarkulangara, Haripad, Kerala.

**Technical Qualification:**

Well Equipped Knowledge in MS-Office , Outlook

**Personal Data:**

DATE OF BIRTH : 17th August, 1989

Age : 26

LANGUAGES KNOWS : English, Malayalam, Hindi, Tamil

MARITAL STATUS : Single.

**Job Seeker First Name / CV No: 1800354**

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

