**GEORGE**

Email: [GEORGE.315320@2freemail.com](mailto:GEORGE.315320@2freemail.com)

OBJECTIVE

To contribute with my best efforts to the organization with hard work, sincerity knowledge

the goal of the organization which will utilize my theoretical concept of management And challenging  
position in an organization where I can boost my strength and skill in favor of organization.

PROFESSIONAL EXPERIENCE  
Aug 2017 To Nov 2017

**Masafi Co LL C**

**Warehouse Supervisor (Factory)**

* Supervise inbound or outbound logistics operations.
* Maintain Inventory report,process documents and maintain safety and quality records.
* Develop system of inventory control by means of cycle count and perpetual count and reconcile  
  with system stock.
* Maintain metrics report daily based on hauling to decentralized warehouses and retail deliveries
* Supervise in maintaining good house keeping inside and surrounding of the warehouse.
* Monitor the productivity of employees, Machineries and Equipment (VNA, Forkliftsetc.
* Able to manage operation of distribution center to achieve optimal cost, high productivity  
  accuracy and meeting timeline objectives.
* Verify the quality of pallet before giving to production area.
* Follow up FIFO method in all the skus and all non-moving products brought before the sales  
  team.
* Verify on daily basic that all products loaded on the delivery vehicles are as per LPO and  
  respective invoices.
* Coordinate with freight forwarders regarding export and import shipments .

June 2016 To June 2017

**1004 Mart General Trading L L C**

**Asst. Logistics Manager**

* Supervise and assist in daily warehouse and shipping areas induding:Filling and shipping  
  customer orders, satisfying internal shipping requirements (technical service, vendors, etc.)
* Passing of bill of entry through Mirasal 2 and monitor all the customs related work.
* Able to prepare FIKi /FUR and all municipality related work regarding all the shipments.
* Coordinate and negotiate with transporter for delivery of goods to the warehouse from the port
* Measuring and reporting the effectiveness of the department activities.



* Developing and maintaining departmental work instructions for all tasks.
* Establishing or adjusting work procedures to meet warehouse demands as dictated by production schedules and work flow.
* Interpreting company policies to workers and enforcing safety regulations.
* Recommending measures to improve quality of service, increasing efficiency of department and work crew and equipment performance.
* Continuously improve warehouse operations through the use of lean enterprise practices.
* Conferring with other supervisors to coordinate activities of individual departments and serving internal customers.
* Able to manage all the distribution vehicles and maintain in good condition through follow up.
* Coordinate with transporter for delivery of goods to the warehouse from the port.
* Able to ensure the product quality on arrival from the container and making sure quality while on dispatch to the retailers.
* Able to monitor all the customs clearance procedure for import shipment.
* Ability to make daily, weekly and monthly report of inventory ,and working personnel.

2012 April - 2016 April

**AL MAYA GROUP OF COMPANY**

**LOGISTICS EXECUTIVE**

**JOB RESPONSIBILITES:**

* Manage the shipping administration process, including the up keep of accurate records, consolidation of reports, and cataloguing of all shipping data.
* Prepare weekly reports on the status of incoming shipments Check costs from freight forwarders and clearing agents against approved rates.
* Continuously track shipment progress and communicate delays, working closely with the Manager to address any shipment issues.
* Able to work on mirsal 2 and customs procedures (import).
* Able to distinguish the financial and commercial document.
* Classifying inventory which help to allocate time and money in inventory management (ABC - PARETO analysis and CVA)
* Ability to handle customer service levels and safety stock which is used for uncertainly in demand or delays in lead time.
* Ability to negotiate with supplier & customer in international commercial terms (INCOTERMS 2000 & 2010)
* Valuation of stock in trade by unit cost method, average cost, base stock and standard cost and adjusted selling price method.
* Inventory valuation by specific identification, First in First out, Last in First out and Average cost.
* To be supportive with procurement team and warehousing team to control flow of inbound and

outbound logistic. '

* Liaise with warehouse team on daily basic and report to logistic manager any product shortage related to customer LPO.
* Able to perform any designated task as delegated by the logistic manager or operations manager.

2008 August- 2011 August

**AL ROQA FASHION L LC - Dubai**

* Being a team player coordinate with sales team to promote the product.
* Identifying customer needs and fulfilling it besides keeping companies prime objective.
* Preparation of invoices and daily purchase report.
* Checking daily purchase report and identifying the cost variation of report and given appropriate

selling price besides keeping good margin.

* Ability to control material based on movement, time, quantity and space. Monitoring periodic stock taking.
* Imports and export documentation clearing.

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| PROFESSIONAL QUALIFICATION | |
| > | BBA Logistics and and supply chain management (Bharathiyar University) |
| > | PUC(RPDpu college, Belgaum, Karnataka ) |
| > | Diploma in Sanitary Inspector (All India Institute of Local Self Government, Trivandrum, Kerala) |
| > | Certified Logistic & supply chain professional (Ministry of U A E Approved) |
| > | MS office, Tally 7.2, JDE and oracle . |
| PERSONAL DETAILS | |

Date of birth : 07/05/1986

Marital Status Married

Nationality Indian

Language English, Hindi, Malayalam and Tamil.

Visa status Employment visa ( until Dec 2017)

VALID UAE DRIVING LICENSE

I do here by declare and affirm that the information given above are true to the best of my knowledge and belief.