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**SANIL**

[**SANIL.350000@2freemail.com**](mailto:SANIL.350000@2freemail.com)

# CAREER OBJECTIVE

To work in a challenging and responsible position where my profession background can be utilize for progress of the organization and to update myself with the latest technologies so as to enable myself to establish in the future.

**SYNOPSIS**

* A competent Professional having over **11 years of experience** in, Logistics, Customer Service and Co-Ordination Field.
* Familiar with Abu Dhabi, Dubai, Sharjah Customs Import-export formalities.
* Experienced with Freight International Dubai, Ever shine Trading Dubai, Dnata & Rak.
* **Holding valid UAE driving License, familiar with roads & locations in whole UAE.**
* Maintain relationships with major shipping lines, carriers &trucking company.
* Excellent interpersonal, communication and organizational skills with proven abilities in customer relationship management.
* Excellent time management.
* Respond promptly for customer inquiries.
* Handling and Resolving Customer Complaints.
* Managing customer accounts and database.

# EDUCATION QUALIFICATION

* Bachelor of Commerce from Kerala University in the year of 2013.
* Pre Degree from Kerala University in the year of 1999.

**CAREER HIGHLIGHTS**

RAK LOGISTICS LLC (Ras al Khaimah, UAE) Airfreight operation Executive May 2013 to Till date

DNATA (Dubai National Air Travel Agency). Air Side Operator Sep 2011 to Apr 2013

FREIGHT INTERNATIONL (Dubai ) Sales Executive Aug 2009 – June 201

# CAREER RESPONSIBILITIES

**RAK LOGISTICS LLC (UAE) – Airfreight operation Executive since May 2013 to Till Date**

* + Managing and Processing Sales Enquiries, Quotations and Orders.
  + Making Customs Documents &Handling Customs Inspection at Airport
  + Determine method of shipment and prepare bill of lading, invoices &other shipping documents.
  + Super user in EDI Cargo wise system as well as organized cross function Airfreight Ops inter department training
  + Making Shipping Documents for Air Freight.
  + Coordinating with customer for Pick up Deliveries.
  + Making Invoice &Lpo on Cargo wise.
  + Coordinating with Logistics Department for the Local and Overseas deliveries.
  + Investigating customer complaints and finding the solutions.
  + Keep Records of all goods shipped, received and stored.
  + Online Submitting (MIRSAL II – Dubai Trade Online System) for Export and Import Clearing
  + Executing AWB & Issuing Delivery Order on Calogi system

**KNOWLEDGE & SKILLS**

* In-depth knowledge of Air Freight
* Knowledge of Inco –terms
* Good knowledge about **“E-MIRSAL II”**
* Good knowledge about **“CALOGI SYSTEM “**
* Knowledge of Customs and Airline procedures
* Working knowledge trade routes and legal requirements across varied geographical areas

**PERSONAL DETAILS**

Age & Date of Birth : 34 Years, 10/12/1982.

Gender & Martial : Male, Married.

Nationality : Indian.

Languages known : English, Hindi, Malayalam & Tamil.

DECLARATION

I do hereby solemnly declare that the particulars furnished above are true to the best of my knowledge and belief.