**CURRICULUM VITAE**

SUJAN

Sujan.374545@2freemail.com

**Objectives :**Qualified profession in Logistics and Forwarding

**Strength :**Discipline, Self-confidence, Self-Motivation & Sincerity

**Interested Fields :**Logistics, Freight Forwarding, Liner, Warehousing

**WORK EXPERIENCE: 1 Year** of OPERATIONS EXECUTIVE - IMPORT / EXPORT in WAVANNA LOGISTICS PVT LTD Focusing on **Logistics &Freight Forwarding.**

**JOB ROLES & RESPONSIBILITIES:**

* Co ordinate With Customers to Update Daily Shipment Clearance Status
* Preparing Daily Status Report (DSR)
* Following the Import Promotion Copy
* Follow Up the Duty Drawback Payment
* Maintaining the Register, Documentation Verification
* Handling both FCL / LCL

**EDUCATIONALQUALIFICATION:**

* MBA(Logistics and Shipping Management) in Vels University, Chennai
* B.Com(General) in Quaidh-E-Milladh College For Men, Chennai

**INTERNSHIP DETAILS:**

* A Study on port operation in Chennai port trust, duration 2 Month.

**PROJECT DETAILS:**

* A Study on important factors of selecting a freight forwarder in Albatross Logistics Pvt Ltd in Chennai, duration 3 Months.

**SOFTWARE PROFICIENCY:**

* Familiar with MS Word, MS Excel, MS Power point, & Internet
* Operating Systems - Windows
* Tools - Mailing Contact, Outlook

**COMMUNICATION SKILLS:**

* **Languages Known**: English and Tamil

**PERSONAL INFORMATION:**

**Nationality** : Indian

**Gender** : Male

**D.O.B** : 07-06-1993

**Marital Status** : Single

**DECLARATION:**

 I hereby declare that all the information presented above is true to the best of my knowledge.

Place: Yours Sincerely

Date: