

**AJIN**

**Contact Details:**

**Ajin-394553@2freemail.com**

**Driving License India:**

D.O.E :30/11/2029

**Professional Objective:**



Building a career in a reputed organization that will utilize my knowledge and skills in the field of Shipping and Logistics and to enhance my domain experience through training and guidance.



**Experience Details:**



* One of the Growing FreightForwarding Company in UAE. Here I have worked as Sales

Coordinator from 3rd April 2019 to 15th September 2019 and my roles are:

* + Coordinating and following up with Vendors and Customers.
	+ Converting business and closing deals
	+ Responding for the complaints from customers
	+ Booking import collections
	+ Sending Quotations to customers and Filing Documents
* An integratedlogistics solutions enterprise with end-to-end logistics and distribution services all under one roof.In this I have worked under

3PL Warehouse division as Logistics Executive from 13th June 2018 to 25th March 2019 here my responsibilities are:

* + Handling entire reverse logistics Activities (Returns and Damages) Manual and SAP as well.
	+ Handling inbound activities manually.
	+ Dispatching the materials as per FIFO and FEFO
	+ Handling W2W stocks count on monthly basis.
	+ Preparing and sharing the reports to end customer.
	+ Preparing MIS (Management Information System) reports and SMR (Stock Monitoring Report) on daily basis.
	+ Backup for team leader, to lead the project in absence of team leader.

India’s largest online food and grocery store. Here I have

worked as a warehouse Floor In Charge from 03rd July 2017 to 12th June 2018 and my roles are:

* + Responsible for the entire Inbound and outbound activities.
	+ Ensuring the proper receipt of goods with all necessary documents.
	+ Ensuring the processing of stock as per the Standard Operating

Procedure (SOP).

* + To constantly monitor the stacking and housekeeping in the warehouse.
	+ To coordinate with all CFA in-charge for dispatched goods receipt.

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* + - * To maintain good rapport with the transporter in terms of stocksupply.
		- Dispatching the materials as per FIFO and FEFO.
		- To coordinate with inventory department during stock taking process.
		- To send the consignment pending report to the Customer.
		- To constantly train the blue color employees on all aspects of Logistics.
		- To instill discipline among the blue color employees.
		- To coordinate with manpower agency for manpower organization for day to day activities.
* One of the constructions company in India. I hadworked as a Manager from June 2013 till April 2015.
	+ Responsible for Sight Supervising on weekly basis.
	+ Purchasing Material based on Quotations.
	+ Allocating Budget to various sites.
	+ Review and certify all applications for payment to the Contractor, Including Final

Payments.

* + Coordination with Contractors work, Follow-up & updating schedules, Follow-up cash-flow and Cost estimates.



**Academic Profile:**

* **MBA (Shipping and Logistics)**

Kodai International Business School, Kodaikanal – Bharathiyar University, Coimbatore. 2015-2017, **65%.**

* **PGDM(Operations Management)**

Kodai International Business School, Kodaikanal - All India Management Association (AIMA) New Delhi.2015-2017, **64%**.

* **B.E(Electrical and Electronics Engineering)**

Vins Christian College of Engineering, Nagercoil, Anna University2009-2013, **61%**

* **HSC**

St. Joseph Higher Secondary School, Thirithuvapuram, 2009, **69%**

* **SSLC**

Christuraja Matriculation Higher Secondary School, Marthandam, 2007, **72%**



**Technical Skills:**

* Professional in Electrical CAD.
* Computer Technical Skills.

**Internship:**



**Training under Relevant Departments:**

* Operations Department (FTWZ Unit).
* Sea Import and Export Department.
* Export/ Import/ Transport (Air Freight Division).

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**Project:**



**PG PROJECT TITLE:** A Study on Free Trade Warehouse Zone (FTWZ) operations in INDEV Logistics Private Limited Chennai.

**UG PROJECT TITLE:** Improved natural balancing with modified phase-shiftedPWM for single-leg five-level flying-capacitor converters.

**Personal Traits:**



* Excellent Leadership Qualities
* Good Communication Skills
* Good Negotiation Skills
* Hardworking
* Organizational skills
* Quick learner
* Ability to work in teams

**Personal Data:**



DOB

Gender

Nationality

Mother Tongue

Marital Status

Language Proficiency

Visa status

: 13/03/1991

: Male

: Indian

: Tamil

: Unmarried

: Tamil(R/W/S), English(R/W/S), Malayalam(S).

: Visit Visa (Expire on 29th of December)

**Declaration:**



I hereby declare that all the above furnished details are true to the best of my knowledge.

Place: Dubai

Date:

Ajin

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