Prashant

## Operations executive

Cell: 0504753686, Email: prashant-399255@2freemail.com

Versatile logistician experienced in both air and ocean freight operations with a good knowledge of geography, incoterms, carrier and country wise restrictions pertaining to the transport of freight.

**Availble for immediate hiring, open for pan-India and overseas roles.**

# Professional Experience

**Operations executive**

*Muscat, Oman., Nov 2016 –March 2020*

*Role & Responsibilities*

Working as an operations cum customer service coordinator for the firm. Tasks involve liaising between customs and consignee. Ensuring to get timely updates from local municipality, veterinary and agriculture department and conveying same to customers to ensure smooth and timely clearance. Handling customer queries regarding new shipments and status of existing shipments and looking at best possible ways of handling them. Informing customers regarding delays or deviations and informing them of measures being taken to overcome them. Strictly ensuring to follow the KPI set by the customer and planning clearance and deliveries accordingly. Handling transportation to and from port to customer warehouse/premises. Coordinating with shipping lines and transporters to get rates and provide quotations to customers. Releasing house DO, coordinating with shipping line to get master DO, manifesting HBL on single window clearance system and releasing the same to the final consignees or their agents. Handling transit shipments from. UAE to Qatar via Oman and vice versa. Maintaining DSRs for customers which have been tailored to their specific needs.Assisting customers in getting approval for temporary import and export of shipments and assisting customer in getting refund from customs as and when the situation arises.

Have handled some diverse set of

clients viz.

* Nestle Oman trading LLC.
* Kuehne Nagel LLC.
* Gulf Modern trading and Marketing
* Al Marai/Arabian planets for trading and marketing.
* Al Shaya international
* Johnson controls
* Exterran middle east
* Siemens LLC
* DBMSC Steel
* Kiddy Zone
* Halliburton Oman

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## Air freight operations executive - DB group India pvt ltd.

*Mumbai, India., Dec 2015 - Nov 2016*

*Role & Responsibilities*

Worked as an operations coordinator for air export shipments- Co-ordinating with airlines pertaining to the booking of freight. Arranging the transportation and movement of cargo from the premises of shipper and handing over the same to the airline. Ironing out any difficulties that may arise during transit of cargo from origin to destination. Liaising between customer and clearing agent in relation to the custom clearing of goods. Co-ordinating the clearance of inbound air cargo and arranging the delivery of the same to consignee. Coordinating with overseas agents in relation to the pick up or delivery goods and arranging to send and receive debit notes. Maintaining a DSR.

## Trainee video editor - Gurukul online learning solutions

*Mumbai, India, Mar 2014 - May 2015*

*Role & Responsibilities*

Worked as a trainee video editor involved in the editing of educational videos and elearning content for ICSI (Institute of company secretaries of India) and ICAI (Institute of chartered accountants of India)

## Video editor - Freelance Video editor

*Mumbai, Jun 2012 - Mar 2014*

*Role & Responsibilities*

Worked as a freelance video editor handling the editing of different kinds of videos like short films, corporate videos and documentaries.

# Education

## B.Com, Marketing, 2012

*University of Mumbai, University of Mumbai, India.*

## HSC Science, 2009

*Maharashtra board, SIWS college, Mumbai, India.*

## SSC, 2007

*Maharashtra board, Our Lady of Perpetual Succour High School, Mumbai, India.*

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# Certifications

* Certification in Freight Forwarding
* Certification in basics of Shipping and logistics
* Certification in basics of Shipping and logistics
* Certification in basics of Spanish language
* Certification in basics of German language

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# Skills

* Dependable
* Organized
* Detail oriented
* Proactive
* Superior Negotiation skills
* Team player

# IT Skills

* MS word, powerpoint and excel
* Adobe Photoshop
* Adobe After Effects
* Axpert ERP software

# Personal Details

Marital Status:Single

Date of Birth:27 May 1991

Nationality:Indian

Languages Known:English, Hindi, Marathi, Tamil.

Hobbies:Watching educational content pertaining to line of work, documentaries, movies, reading fiction and non fiction. To an extent cooking and gaming.