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**ARSHAD**

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**(Logistics Manager)**

**Objective**

**With my invaluable experience from reputed organizations backed up by sound educational qualifications, I look for a platform to make optimum use of my expertise so as to contribute to the company as well as develop my own carrier path**

**Overview**

An educated, and Certified Trade and Logistics Professional (CTLP) from Dubai Trade, accredited by the Knowledge and Human Development Authority (KHDA)competent Logistics Manager, has a long track record of delivering the right products, in the right quantities, to the right location and at the right time, organised process driven, and has ability to develop efficient logistics procedures. In my long career I have had extensive exposure to first tier logistics and in supply chain management. I am pro-active and able to keep numerous plates spinning without losing focus on the customer’s requirements. As a proven leader I am able to quickly establish clear expectations from junior staff, and does this by demonstrating high standards of work practices and having a safety conscious attitude. I am always encouraging colleagues to work cross functionally and not stop at the boundaries of their job description.

**Education**

Bachelor’s Degree: Mathematics & Accounting **1993-1995**

University of Kashmir

Certified Trade and Logistics Professional (CTLP) from Dubai Trade,

accredited by the Knowledge and Human Development Authority (KHDA) **2015**

**Computer skills**

Well versedwith Windows 2000, Windows, Windows XP and Vista, MS-Office Applications, Adobe Photoshop, Windows & Internet Applications.

**Accounting Soft wears:**

Tally, Xero, Sap and Salesforce

**SAFETY COURSES:**

1. **(IOSH) Institute of occupational safety and health** from Midriff Security& Safety Consultants
2. **Safety awareness at construction sites** from Aspire Middle East Training Institute
3. **Fire Fighting** from Midriff Security& Safety Consultants
4. **Basic First Aid from** Aspire Middle East Training Institute0
5. **Electric safety** from Midriff Security& Safety Consultants
6. Environment awareness and construction sites from Star Safety & Security Consultancy

**PROFESSIONAL EXPERIENCE**

**Logistics Manager**

1. **Total Foundation Solutions FZCO**

**LB11 007 Jafza, Jabel-Ali, Dubai, UAE 2014-Till date**

**Company TFS:**

Total Foundation Solutions (TFS) provides equipment and expertise in deep foundations and piling in the six countries of the Gulf Cooperation Council (GCC) – Bahrain, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates (UAE) – and Iran. The suppliers for the equipment’s arefrom IMT SRL International, Italy, Comacchio SRL Italy,

Llamada from Spain, CGR and Colli drill from Roam, Toa from Japan, ICE from USA, and Westfolding from Netherland are some of TFS partners/suppliers.

Duties and responsibilities

* Responsible for leading the development and maintenance of the Logistics services system.
* Developing relationships with customers and 3PLs in regard to logistics services
* Very good knowledge of international trade and logistic, import and export process. Both in Europe &GCC regions.
* Planning and scheduling the delivery of goods and cargoes.
* Excellent knowledge of Letter of Credit’s, UCP600, Incoterms
* Very good knowledge of cargo insurance for ocean, Air and Land shipments

to cover the risk factors of the cargoes.

* Very well versed with the international transport risks and policy of international transport insurance.
* Direct technical aspects of project logistics, specializing in out-of-gauge and heavy cargo
* Develop solutions for out-of-gauge and super heavy haul projects by Land Sea & Air.
* Prepare annual budgets for the yearly cargo and submit it to management for the approval
* Work with Business Development Managers (BDMs) and freight forwarders to develop new strategies for the logistics service projects.
* Expert for transport, rigging and handling of heavy-lift and oversized cargo.
* Making sure that project deadlines are met
* Completing documentation accordance with Dubai customs requirements for import, export and supply chain security.
* Managing supplier delivery performance and maintain supplier contracts
* Responding to all customer complaints or queries in an efficient manner.
* Negotiating costs with suppliers, couriers and other third local carriers.
* Monitoring and tracking the flow of goods.
* Handled all incoming and outgoing correspondence with clients.
* Kept careful and detailed inventories and submitted requisitions and orders for needed supplies
* Establish customer credit lines and set up credit accounts with vendors.
* Prepare the shipment invoices with proper packing list including the certificate of origin attested by the Dubai Chambers of Commerce.

**Projectachieved**

Project Name: **Big 5, 2015 Exhibition**.

Project cargo:**LLAMADA P140tt drilling rig**

Weight 60Ton, dimensions LXBxH (11m x 4.4m x 22m).

Temporary import cargo from Jafza, Jebel-Ali to Dubai World Trade Centre for the Exhibition. The challenge of the project was to erect and dismantle the machine in a small area of 10m x 5m, with packed surrounding of various participating companies. Transportation and offloading of the cargo was organized during night with proper permission issued by the RTA of Dubai, as the cargo was over dimension. Another challenge for the project was to drive the machine from offloading point to allocated space of display, as the flooring of the exhibition area was furnished with tiles and any damage will cost us penalty.

Logistics coordinator.

(b) **BAUER INTERNATIONAL FZE 2007-2014**

**ABU-DHABI,**

**U.A.E**

The BAUER Group is an international construction and machinery manufacturing concern based in Schrobenhausen, Bavaria. The MDAX-listed holding company BAUER Aktiengesellschaft is the parent of more than 100 subsidiary businesses in the fields of construction, equipment and resources.

Bauer is a leader in the execution of complex excavation pits, foundations and vertical seals, as well as in the development and manufacture of related machinery for this dynamic market. The Group also deploys its expertise in the exploration, mining and safeguarding of valuable natural resources. In 2008 the companies of the BAUER Group employed some 8,600 people in over 60 countries and achieved total Group revenues of EUR 1.53 billion.

**Duties & responsibilities**

* Manage shipments equipment supply chain (e.g., Drillings Riggs, Cranes, Containers) for Gulf & Europe regions.
* Generating weekly reports to management to advise stock availability.
* Prepare the shipment invoices with proper packing list including the certificate of origin attested by the Abu-Dhabi Chambers of Commerce.
* Conducted monthly inventories and maintains stock
* Resolved years of backlogged work, restored order and organization to processes / records in disarray, researched and solved billing problems and corrected invoicing and journal entry errors that had previously been missed
* Update the inventory records that have been backlogged from years.
* Prepare the weekly& monthly cost.
* In charge for 12 job sites in UAE for delivering and receiving the material, include the project cargoes.
* Managing to delivering and receiving FCL, LCL & RORO shipments.