

Shanawaz Koyyah

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CAREER OBJECTIVE

A Versatile motivated and committed professional with accomplishment and experience in liner, freight forwarding, logistics and administration. A good communicator at all levels, enjoys meeting challenges and seeking them through confident under pressure. Capable of prioritising and managing heavy workflow to optimise time and resource and meet deadlines independently with ease and efficiency also an experienced organizer.

EXPERTISE

Freight Forwarding Sea/Air/Road	Customer Service and Operations	Import/Export	Warehouse and Order Management
Liner Activities /Load List/BOL	Logistics	Supply Chain Management	Customs Documentation

TECHNICAL SKILLS

Operating System Windows XP, Windows 7
Tools Microsoft Word, Microsoft Excel And Outlook

PROFESSIONAL EXPERIENCE AND ACCOMPLISHMENTS

AZKA SHIPPING AND LOGISTICS LLC - DUBAI

August 2020 - Till Date

Handling Sea and Air Export, Import

JOB RESPONSIBILITY:

- Preparing rates, involving in operation and arranging documentation for Sea, Air and Land Transport.
- *Investigating and planning the most appropriate route for a shipment, taking into account the perishable or hazardous nature of goods, cost, transit time and security.*
- *Negotiating contracts, transportation and handling costs.*
- *Obtaining, checking and preparing documentation to meet customs and insurance, Certificate of origin requirements, packing specifications, and compliance with other countries regulations and fiscal regimes.*
- *Offering consolidation services by sea, ensuring cost-effective and secure solutions to small shippers who have insufficient cargo to require their own dedicated units.*
- *Offering tailored IT solutions and electronic data interchange (EDI) connections.*
- *Arranging payment of freight and other charges or collection of payment as per INCOTERMS.*
- *Utilising internet technology to enable real-time tracking of goods.*
- *Arranging sea transport for urgent and high-value freight and managing the risk.*
- *Maintaining communication and control through all phases of the shipment.*
- *Maintaining current knowledge of relevant legislation, political situations and other factors that could affect the movement of freight.*

NEW AGE SOFTWARE & SOLUTIONS
Handling Export cargoes for United Kingdom

May 2017 – January 2020

UNITED ARAB SHIPPING COMPANY PVT LTD
Handling Export Cargo from Dubai

June 2016 – May 2017

CMA CGM SHARED SERVICE CENTER
Handling Export Cargo for Germany

May 2013 – March 2016

ACADEMIC AND PROFESSIONAL CREDENTIALS

- ❖ Supply Chain Management, 2016 - Loyola Institute Of Business Administration
- ❖ Master of Computer Application, 2010 - Jaya Engineering College (Affiliated with Anna University)
- ❖ Bachelor of Science (Mathematics), 2006 - The New College (Affiliated with Madras University)

PERSONAL DETAILS

Date of Birth: 01 July 1984

Nationality: Indian

Passport No: N2754132 Expiry: May 2025