

CURRICULUM VITAE



B. MOHAMMED SHARIFF

LOGISTICS EXECUTIVE

✉ Mohammedshariff440@gmail.com

☎ +91 7530014390

Personal Info

Father's Name:

M. Basheer Ahmed

D.O.B :

27 March 1997

Nationality:

Indian

Marital Status:

Single

Home Address:

4/110 Pallivasal Street,
Azhiyur,
Nagapattinam,
Tamil Nadu,
India.

Languages Known

English ● ● ● ● ●

Tamil ● ● ● ● ●

Hindi ● ● ●

Personal Interest

Photography
Traveller
VolleyBall Player
Badminton Player

To work with dedication and perseverance to achieve the best and excel through hard work.

To contribute to the organization goals by effectively using conceptual skills and knowledge gained by Education and experience.

Education

Bachelor of Commerce (B.Com)(2018).

R.V. S Arts & Science College, Karaikal.
Pondicherry University.

C.S.I Higher Secondary School(2014).

Higher Secondary Education. Nagapattinam.

Infant Jesus Matriculation School.(2012).

S.S.L.C, Thevur

Experience

Jai Logistics Service pvt. Ltd., Meenambakkam.(2018).

Worked as a Operation Executive, Exp: 1 year.

Adwal Globistics pvt. Ltd., Guindy.(2019).

Worked as a Air Export Customs Clearance Executive, Exp: 6 months..

Galaxy Fright pvt. Ltd., St. Thomas mount (2021).

Working as a Air Export Executive, Exp: Till now

Duties and Responsibilities

- Get the Airfreights from Airlines and Negotiate the Airfreights with Airlines.
- Sell the Airfreights to Shipper/ Customer by Mail & Phone.
- Place the online booking with Airline.
- TC/BC Releasing Online and Manual.
- Preparing the MAWB, HAWB, Manifest.
- AWB Amendment Processing.
- Assessment and Examination Processing.
- Handling Export Customs Clearance All Process.
- Pre alert Documents Send to Overseas Agent & Customer.
- Invoice Preparing & Send to Shipper/Customer.
- Billing to Customers.
- Releasing the vendors Payment on Time.

Skills and Software.

- | | |
|---|------------------------|
| ● DCA (Diploma in Computer Application) | ● Communication |
| ● Microsoft Office | ● Time Management |
| ● Tally | ● Collaboration |
| ● Type Writing | ● Leadership Qualities |

Declaration

I hereby Declare all the Information Provided above are true and best to My Knowledge.