

TANVEER AHMED SAGAR

Consummate professional with dynamic experience of large magnitude
Logistics Specialist / Freight Forwarder
Visa Status :- Visit Visa



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Profile Summary

8 Years of Logistics Experience and 16 years of total experience in different sector.

- Directed the annual year-end review of physical inventory which passed all external audit requirements, also published overall physical inventory guidelines
- Collaborated with cross-functional departments to integrate logistics with customer sales, order management, accounting, and shipping
- Led logistical and reverse logistical functions for product life cycles, including acquisition, distribution, internal allocation, delivery, recycling, reuse and final disposal of resources
- Collaborated with cross-functional departments to integrate logistics with customer sales, order management, accounting, and shipping
- Established and managed processes to notify stakeholders on regulatory or market dynamics, forecasts and changes in company business processes
- Drove logistics planning process for the region by developing and driving outsourcing strategies, focusing on identification, evaluation, selection, negotiation, and management of world-class 3PL providers on regional and country basis
- Developed and implemented processes to reduce input costs by ordering components based on annual forecasts to take advantage of economies of scale

Core Competencies

Supply Chain Management

Logistics and Transportation

Delivery in Full / Delivery on Time

Outbound Logistics

Cost Savings

Customer Service Mgmt.

Supplier and Category Management

Import/Export

Pricing and Quotation



Education

- Master of Commerce from Mohan Lal Sukhadia University, India in 2005
- Bachelor of Commerce from Mohan Lal Sukhadia University, India in 2003
- Diploma in Computer science from CMC, India in 2022



Career Timeline (Recent 2 Association)

Jun'11-Oct'13:

Middle East Container Repair Co



Since Jan'14:

Phoenix Shipping W.L.L



Work Experience

Jan'14-Nov'21 with Phoenix Shipping W.L.L., Bahrain as Logistics Specialist / Administrator

Key Result Areas:

- Establishing standards and procedures to monitor Third Party Logistics (3PL) performance
- Developing and implementing policies on Logistics Service Provider contracts (Customs brokers, distribution facilities, truckers); ensured compliance with Legal and Risk Management requirements
- Driving organisational change process, restructuring procurement organisation, introducing Commodity Management Group and redefining roles and responsibilities to improve operational performance
- Preparing cash/ fund flow statement for monitoring the inflow & outflow of funds and ensuring optimum utilization of available funds in line with corporate goals
- Coordinating with all agent for (WCA, JCTrans) networking and find best freight rates for customer and secure business as much as possible
- Managing overseas agent payment and accounts details; customer query regarding for custom clearance for bahrain customs
- Handling all outcome and income from bank and payable and receivable for customer and agent
- Co-ordinating with all the labour and transport to make sure they delivery all the shipment proper as per client requirement
- Dealing with customer oral/written and make sure they satisfy with our services
- Preparing DRN and make sure all shipment delivery according to client PO
- Cooperating with client and make sure they don't have any problem with LC shipment and if necessary will help client for insurance claim if shipment damage during transit

Jun'11-Oct'13 with Middle East Container Repair Co, UAE as Administrator/Cordinator

Key Result Areas:

- Drove Continuous Process Improvement (CPI) process by managing and directing supply chain scorecard for the region; monitored countries' performance by highlighting progress and areas to improve
- Collaborated with railroads in the creation of innovative transportation products to drive continuous process improvement
- Migrated warehouses with 0% inventory loss and escalation delivery failure; reduced operational complexity through process standardization & effective issue resolution
- Administered the supply chain function entailing supply planning, certification, logistic operations (inbound, warehousing, outbound), customer service (order-to-invoice, customer relationship, service strategy), master data
- Oversee activities by supervising the maintenance, repair and/or recondition containers and ensure all quality assurance standards are maintained at the location
- Provided administrative and project based support to Manager
- Communicated well with external contacts to properly handle direction of business relations
- Requisition processing and invoice processing
- Responsible for reporting to Head of Department directly
- Processed petty cash reimbursements consistent with company procedures
- Ensured maintenance of logs and preparation of job completion reports
- Processed equipment rental request which include log/record of rental equipments and follow up with customers

Previous Experience

Jun'08 – Oct'10 with YES Bank Ltd as General Banking Officer

Feb'11-May'11 with INDUSIND Bank as a General Banking Officer

Feb'05 – Jun'08 with HDFC Bank Ltd. as Jr. Processing Officer

Jul'02 – Sep'04 with M/S Navneet Motors Co. as Account Assistant

IT Skills

- Microsoft Word, Microsoft Excel and Microsoft PowerPoint



Personal Details

Date of Birth: 3rd February 1985

Languages Known: English and Hindi

Address: India (Kolkata)