

RESUME



PRIYA NAIR

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Summary:

- Bcom with Accountancy as major with more than 16 years of experience in Logistics and Supply Chain , Freight Forwarding
- Certified International air cargo introductory course.
- 6 years of UAE Experience, with thorough GCC and Logistics Knowledge

Skills

- Comprehensive knowledge of logistical procedures and processes
- Specialized in Containers, Special Equipment's, Custom clearance, Transportation jobs and ensuring timely logistics services
- Finalizing competitive slot with feeder operators, Handled NVOCC, MLO'S Operations, Cross Trade Shipments and Re-export Shipments.
- Experience in BL/AWB Processing and other trade documents including COO & Sound Knowledge of INCOTERMS.
- International Marketing for exports and Imports shipments
- Documentations process for export , Import Cross trade.
- Lead the team in a cost-effective logistics procedure for Cross Trade, Import and Export shipments

Mass Allied Freighters LLC APRIL 2018 till Mar 2020

Role: Customer Service

- Identifying Key clients and extend real time service with effective manner.
- Handling project shipment, ODC shipment
- Handling Pricing for Import and Export with local and overseas agents and shipping line
- Preparation of Invoice AWB/BL
- Liaising and coordinating with internal staff and overseas associates to ensure most efficient Service to the customers
- Coordinating with shipping companies for booking & tracking containers, transshipment particulars, etc. for intimation of details to buyers immediately after every shipment.
- Processing Purchase order, Purchase Invoice, Delivery Order for local orders for any shipment for third party shipment through inhouse trading license.

Barakat Al Taqwwa Freight LLC, Dubai 2014 till Oct 2016
Handling and Accounts

Role: Logistics Coordinator with operations

- Handling shipment from Dubai to Iraq
- Handling Pricing for Export
- Preparation of Bill of Lading
- Payment follow up with the customer Operational Work
- Maintaining Daily Accounts and Administrative work.

Flomic Freight & Logistics LLC 2012 to 2013 Role: Customer Service Supervisor

- Handling Pricing for key customer for eximp with local and overseas agents and shipping line
- Keeping track of all CS work in liason to the need of customer and operation departament
- Compiling of weekly report and update to the management
- Developing New Clients Getting in all Lost Customers.

PERSONAL DETAILS

Current status : At Present in UAE on Visit Visa valid till

20.03.2023

Passport No. : R9365006

Birth Date : 08.02.1975

Languages Proficiency : English, Hindi, Gujarati, Malayalam

Above information furnished is correct to the best of my Knowledge.

Place: UAE

Date: 01.02.2023