



# REYAS P.R

TEAM LEAD - LOGISTICS

## CONTACT

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Trichur, Kerala, India

## PERSONAL DETAILS

Date of Birth: 06th November 1977

Religion: Islam

Nationality: Indian

Driving License: Holder of a valid Indian &  
Omani Driving license

Address: C/O: P.B.RASHEED, Pullickkal  
house, Cheruvaloor (P.O), Koratty (Via),  
Trichur (Dist), Kerala (state), India, Pin:  
680321

## PASSPORT DETAILS

Passport Number: U0625851

Place of issue :- Muscat

Date of Issue :- 06/01/2020

Date of Expiry :- 05/01/2030

Visa valid till :- March 2025

## LANGUAGES

- Malayalam
- Hindi
- English
- Arabic

## SKILLS

- Logistics Operations
- Shipment Planning
- Customs Clearance

## OBJECTIVE

In pursuit of a professional trajectory, I proactively seek a compelling opportunity within your esteemed organization where my diverse expertise, encompassing over 25 years across logistics, business coordination, and hazardous goods management, can be strategically employed. A seasoned Supervisor - Logistics Operations at Moosa Abdul Rahman Hassan & Co. LLC, my purview spans intricate facets of shipment planning, customs clearance, and documentation intricacies, substantiating a nuanced comprehension of international trade dynamics. As a Business Coordinator at HazInspect ME, I fortified client networks, orchestrated seamless goods procurement, and adeptly navigated international collaborations, engaging with stakeholders across China, Hong Kong, Sri Lanka, and the U.A.E. My repertoire extends to previous roles as a Logistic Coordinator and Traffic Assistant, where I garnered adeptness in documentation precision and elevated customer service standards. I have extensive experience managing exports to markets in the Middle East, Africa, CIS countries, South America, and the Far East, as well as handling imports from key international markets such as the U.S.A, India, Japan, China, Spain, UAE, Hungary, Indonesia, and Italy. Holding a Diploma in Shipping & International Logistics, coupled with ongoing education in Supply Chain Management and Logistics from esteemed institutions like UPES, India, and CII Institute of Logistics, India, I am committed to perpetual skill refinement. Proficient in MS Office, Excel, and Power-Point, I present a robust profile rich in experiential erudition, poised to seamlessly integrate into a challenging and dynamic professional milieu.

## WORK EXPERIENCE

### Moosa Abdul Rahman Hassan & Co. LLC

Supervisor

(March 2015 - Present)

- Strategic Oversight: Orchestrated and strategically managed logistics operations for over 25 years within Moosa Abdul Rahman Hassan & Co. LLC, ensuring seamless coordination across diverse sectors, from automotive to governmental defense contracts.
- Export Focus: Extensive experience in covering export markets across the Middle East, Africa, CIS Countries, South America, and the Far East.
- Import Focus: Managed imports from key international markets including the U.S.A, India, Japan, China, Spain, UAE, Hungary, Indonesia, and Italy.
- Global Logistics Acumen: Demonstrated a nuanced understanding of international trade dynamics, specializing in shipment planning, customs clearance, and intricate documentation for diverse products, including vehicles, chemicals, and defense equipment.
- Governmental Liaison: Served as a key liaison between the company and governmental bodies, adeptly handling port clearances, customs procedures, and approvals for hazardous cargo, showcasing expertise in navigating complex regulatory frameworks.

- International Trade Dynamics
- Business Coordination
- Hazardous Goods Management
- Client Network Development
- Procurement Expertise
- International Collaboration
- Customer Service Excellence
- Documentation Precision
- Supply Chain Management
- Warehouse Management (WMpro-SC Mpro-SCPpro)
- Dangerous Goods Handling Certification
- Stakeholder Engagement
- IT Proficiency (MS Office, Excel, PowerPoint)

- Financial Coordination: Coordinated with financial institutions, managed accounts related to logistic transactions, and ensured meticulous adherence to financial regulations, contributing to the financial efficiency of operations.
- Multi-Modal Transportation Planning: Expertly planned and executed multi-modal transportation, including port-to-destination haulage, land transits, and coordination with international shipping agencies, ensuring optimal logistics solutions.
- Risk Management: Managed marine insurance processes, lodged insurance claims, and settled claims efficiently, showcasing a keen focus on risk management and ensuring the protection of valuable cargo during transit.
- International Collaboration: Facilitated international collaborations and partnerships with NVOCC/VOCC, 3PL, MMTO, and air freight forwarders, fostering a network that enhances the company's global reach.
- Regulatory Compliance: Ensured compliance with DG and IMDG regulations, obtaining necessary approvals for various cargo classes from government and port authorities, demonstrating a commitment to safety and regulatory adherence.
- Documentation Precision: Overseen the meticulous preparation of documentation for import and export shipments, including bill of entry, product descriptions, ensuring accuracy and compliance with international standards.
- Stakeholder Coordination: Collaborated effectively with stakeholders, including government officials, shipping agencies, and internal departments, ensuring streamlined communication and coordination for efficient logistic operations.

## **HazInspect ME**

Business Coordinator

(March 2011 - March 2015)

- Client Network Strengthening: Fortified client networks and introduced the company to chemical manufacturers and export clients, expanding business reach.
- International Procurement: Coordinated international procurement, developed UN boxes for safe movement of DG cargos, and sourced essential materials from China and India.
- Global Collaboration: Traveled internationally, meeting vendors and suppliers in China, Hong Kong, Sri Lanka, and the U.A.E., fostering global business relationships.
- Export Coordination: Managed the export process, collaborating with agents in the UAE and Oman for trading purposes, ensuring efficient export operations.
- Product Procurement: In charge of procuring specific products from China and India, demonstrating expertise in international sourcing and procurement.
- Power Tools and Furniture Import: Handled the import of power tools and furniture for clients in India from China, ensuring timely and efficient import operations.
- Business Partner Coordination: Coordinated with business partners, strengthening relationships, and ensuring smooth collaboration for various services, including freight forwarding and packaging.
- Vermiculate Sourcing: Sourced vermiculate for DG packing purposes, showcasing attention to detail and commitment to safety standards.
- Business Development: Developed UN boxes for the Middle East agent and the global market, contributing to business expansion and market presence.
- Market Research: Conducted market research, identifying new markets, and introducing products in various regions, contributing to business growth and diversification.

## **Moosa Abdul Rahman Hassan & Co. LLC**

Logistic Coordinator

(January 2007 - February 2011)

- **Liaison and Coordination:** Acted as a liaison between shipping agencies, overseeing documentation control and coordinating shipment delivery.
- **Production Order Confirmation:** Confirmed production orders, ensuring accurate and timely processing.
- **Export Documentation:** Prepared and managed export documentation, ensuring compliance with international standards.
- **Vehicle List Update:** Updated the vehicle list of sales orders and delivery orders, maintaining accurate records.
- **Port Clearing Activities:** Managed seaport clearing activities for import and export, ensuring smooth operations.
- **Insurance Arrangement:** Arranged for insurance, contributing to risk management and cargo protection.
- **Export Vehicle Checking:** Oversaw export vehicle checking in the yard or at the port, ensuring quality control.
- **Coordination with Export Customers:** Coordinated with export customers in GCC and other countries, ensuring customer satisfaction.
- **Payment Confirmation Follow-up:** Followed up for payment confirmation, contributing to financial efficiency.
- **Monthly Reporting:** Provided monthly reports on vehicle export and payment details for management, ensuring transparency and accountability.

## **Air India**

Traffic Assistant

(June 2005 - May 2006)

- **Passenger Handling:** Managed passenger handling for all carriers operating at Cochin International Airport, ensuring excellent customer service.
- **Airport Functions Expertise:** Demonstrated expertise in all airport functions related to traffic, including counter check-in and traffic administration.
- **Flight Handling:** Met flights on arrival and transit, ensuring smooth flight operations.
- **Government Document Submission:** Submitted IGM/EGM documents to government agencies, ensuring compliance with regulatory requirements.
- **Enquiry Counter Handling:** Managed the enquiry counter, providing information and assistance to passengers.
- **Flight Handling Report:** Prepared flight handling reports, ensuring accurate and timely documentation.
- **GD Document Preparation:** Prepared GD documents and passenger manifests, ensuring compliance with documentation standards.
- **GD Clearance:** Oversaw GD clearance processes, ensuring adherence to regulatory requirements.
- **Departure and Boarding:** Handled departure and boarding processes, ensuring efficient and timely operations.
- **DNB Handling:** Managed DNB handling, contributing to operational efficiency and customer satisfaction.

## **Al-Ahlia Detergent Company**

Commercial Promoter

(June 1999 - September 2003)

- **Market and Product Research:** Conducted extensive market and product research, analyzing business growth in various locations.
- **Sales and Account Management:** Covered wholesale, retail, and key outlets, opening new accounts and developing existing ones.
- **Promotional Activities:** Organized promotional activities in key outlets, contributing to brand visibility and market presence.
- **Warehouse Operations:** Managed warehouse operations, including LOI, inward/outward movements, and damage control.
- **Van Sales Management:** Managed van sales routes, ensuring efficient sales operations.
- **Competitor Activity Analysis:** Provided details on competitors' activities, contributing to strategic decision-making.
- **Product Availability Survey:** Conducted surveys on product availability in retail outlets, ensuring product availability.
- **Merchandising:** Displayed and merchandised products, conducting product exhibitions for increased visibility.
- **Van Sales:** Handled van sales operations, ensuring timely and efficient product distribution.
- **Market Expansion:** Identified new markets and contributed to the expansion of the company's market presence.

## **PROJECTS**

- **Logistics Optimization Project:** Led a project at Moosa Abdul Rahman Hassan & Co. LLC to optimize logistics operations, resulting in improved efficiency, reduced costs, and enhanced customer satisfaction.
- **International Procurement Initiative:** Initiated and managed an international procurement initiative at HazInspect ME, streamlining the process and ensuring timely and cost-effective sourcing of goods from China and India.
- **Market Expansion Strategy:** Developed and implemented a market expansion strategy at Al-Ahlia Detergent Company, identifying new markets and executing promotional activities to increase product reach.

- Warehousing Industry Overview: Completed a skill development program in the overview of the warehousing industry in India, gaining insights into industry trends and best practices.
- Logistical Insurance Implementation: Successfully implemented logistical insurance strategies at Moosa Abdul Rahman Hassan & Co. LLC, ensuring comprehensive coverage for shipments and efficient claims settlement processes.

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## TRAININGS

- Galileo and Amadeus Computer Reservation System (2005): Completed online training on Galileo and Amadeus computer reservation systems through Icon Travel, Cochin, enhancing proficiency in reservation systems.
- Supply Chain Management Program (Ongoing): Currently pursuing a specialization in Ship Operation & Management, Port Operation and Management, and Intermodal Transportation from the Institute of Charters Brokers, UK.
- WMpro-SCMpro-SCPpro Program (Ongoing): Pursuing a comprehensive program in supply chain management through CII Institute of Logistics, India, to enhance skills in warehouse management and supply chain processes.

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## CERTIFICATIONS

- Diploma in Shipping & International Logistics (2021): Awarded by the University of Petrol & Energy Studies, Dehradun, India, showcasing expertise in the intricacies of shipping and international logistics.
- IATA-UFTAA Foundation Course (2005): Completed the foundation course in Montreal through SATM-School of Airlines and Travel Management, Cochin, Kerala, enhancing skills in airline and travel management.
- IMDG Code Awareness Certification (2021): Received certification from EMCT, Netherlands, demonstrating proficiency in the safe transport of dangerous goods according to the IMDG code.
- Dangerous Goods Transport General Awareness Course (UK - 2022): Completed a specialized course in dangerous goods transport, emphasizing general awareness and safety protocols.
- Cargo Transport Unit Code Course (UK - 2022): Certified in the Cargo Transport Unit Code, showcasing expertise in the safe handling and transport of cargo.

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## EDUCATION

- Specialization in Ship Operation & Management, Port Operation and Management, Intermodal Transportation: Institute of Charters Brokers, UK (Ongoing).
- Supply Chain Management: UPES, India (Ongoing).
- Diploma in Shipping & International Logistics: University of Petrol & Energy Studies, Dehradun, India (2021).
- Export Import Management program course from IIIEM - India (2021-2022).
- WMpro-SCMpro-SCPpro: CII Institute of Logistics, India.
- IATA-UFTAA Foundation Course: SATM-School of Airlines and Travel Management, Cochin, Kerala (2005).
- Online Training on Galileo and Amadeus Computer Reservation System: Icon Travel, Cochin (2005).
- Higher Secondary Certificate (HSC): Jamia, Uttar Pradesh, India (2017).
- Secondary Board of School Education: Delhi, India (1996).