

BHUPENDRA SINGH ASWAL

Luanda, Angola

Cell #.: +244 932637761

WhatsApp # +91 8532869655

E-mail/Skype:bhupendraaswal86@gmail.com



Career Objective:

In quest of Assignments in Import/Export with wider areas of management, that lends me an ample opportunity to contribute and diversify my knowledge, skills through learning, serving with dignity that supports me to grow with integrity in reputed organization

Summary:

Seasoned import manager with **11+** years of experience in spearheading Trading, Logistics, Supply Chain, and operations expert with key focus on bottom line profitability. Proven success in managing all aspects of the import/export process, including sourcing suppliers, negotiating contracts, bulk trading, port and vessel operations, container (dry, reefer) handling, freight forwarding, custom clearance, export-import process and documentation, warehousing & inventory management, Incoterms, inbound & outbound logistics, letter of credit, bill of lading, office administration, RFQ, procurement and sourcing, costing, negotiating, foreign trade. Seeking a challenging new role in a fast-paced company.

Skills:

Industry Knowledge: Import and Export, International Trade, Supply Chain, Logistics, MS Office Suite

Technical Skills: ERP (NAV, JD Edwards, GP Dynamics, Timics, Reckoner)

Soft Skills: Strategic planning, Communication, Task prioritization, Relationship-building, managerial and leadership skills
Interpersonal, decision making, problem solving, attention to details, Logical & Analytical

Languages: English and Hindi (Fluent) and conversant in Portuguese and Punjabi

Driving Licence Holder: ANGOLA, UAE, OMAN & INDIA

Competencies:

Hands-on experience in managing trade operations source globally

Highly experienced in managing logistics, supply chain activities and cost minimization

Ability to manage sea, air, and overland cargo operations

Familiarity with warehousing and distribution concepts

Sound knowledge of shipping, receiving, supply chain and basic administration operations

Certifications:

Firefighting

Work Experience:

09/2020 – Present, Import Manager (Pharmaceutical/Consumer)

AFRICA PHARMACY LIMITADA (SHALINA HEALTHCARE), Angola- Africa

Functional Responsibilities:

Responsible for the efficiency and management of all duties of the Import Department

Maintain all relevant import law and procedures, tariffs and duties, licenses, and restrictions

Managed all aspects of imports, from approval of shipment, tracking, clearing custom, inventory management and routing to warehouse, including accurate documentation, custom compliance, activities with overseas

Managed timely payment of forwarder/trucker and custom broker.

Plan and implement import strategy and activities consistent with overall aims and requirements of the organization

Liaise with other departments to establish and maintain effective and relevant import activities and support in relation to the organization's sales, purchasing, materials management, and overall operating functions

Use personal judgement and initiative to develop effective and constructive solutions to challenges and obstacles in import activity procedures

Manage/liaise with stock control, warehousing and distribution activities influenced by or reliant upon import activities

**06/2019 – 12/2019, Sales Executive (International Trade)
JJPI POWER & ENERGY DMCC (JJPI GROUP), Dubai- UAE**

Functional Responsibilities:

Exploring and developing new business opportunities in global market

Identify, communicate, coordinate, and negotiate with overseas suppliers/buyers for shipment execution and establish long term business relationship

Prepare documents to initiate contract such as Letter of Intent (LOI), Purchase order (ICPO)

Responsible for arranging bulk shipments based on FOB, CFR/CIF term

Preparing & checking the full sets of documents if it is complete and abides with the sales contract

Handling documentation with suppliers/buyers/bank under LC terms and conditions and its timely submission

Liaises with Finance Department for opening Letters of Credit, transfers, and Bank Delivery Order for shipment covered by LC

Create and maintain supplier database of cementitious, petroleum, food/dairy products & fertilizers (DAP mainly)

Handling queries for both buyer and suppliers, resolving them promptly and in line with the business service level Agreements

Timely execution and regular follow ups with all related counter parties

Flexibility to work according to different time zones

**04/2018 – 02/2019, Sr. Executive-Import & Export (Trading)
BLUESWIFT EXPORTS PVT. LTD, Bengaluru- India**

Functional Responsibilities:

Liaison with international suppliers, manufactures and matches buyer's product requirement

Follow up with existing buyer for new inquiries and find new buyers, suppliers from range of sources

Work out on tenders in details and inquiries for goods procurement

Find cost effective rates and meet tender deadlines

Follow up on RFQ's sent and order confirmation from buyers

Attended exhibitions for business development, prepare Purchase order, export Invoice, Packing List, Packing Stickers, Letter of credit (LC) & Performa Invoice (PI) confirmation

Freight analysis, nominate CHA, freight forwarders for export/import shipment mainly surgical

**09/2015 - 01/2018, Import Assistant/Port Coordinator (FMCG)
ANGOALISSAR LDA (Webcor Group), Angola- Africa**

Functional Responsibilities:

Responsible to control over containers inside/outside port & empty unit return to container yard

Create plan for each process containing containers for goods inspection with custom/third party

Oversee discharge operations of rice and fertilizers (NPK, DAP, UREA) vessel with 5-10 K MT capacity

Liaise with ocean surveyor, cargo insurance agent, port authorities/ vessel master/agent for smooth discharge

Daily MIS report on cargo movement from/at port, under process with customs and orders in pipeline

Responsible for local certificates- phytosanitary (agriculture) and veterinary (frozen), CNCA

Follow up with shipping line/agent for vessel arrival, manifest/DO readiness, BL legalization

Finalization of payment invoices for custom agents/ transporters/port and freight collect shipment

Follow up with overseas supplier/bank for origin documents and transporters for trailer plan for loading

10/2012 - 04/2015, International Logistics Coordinator (RETAIL)
CAPITAL STORE LLC (Jawad Sultan Group), Muscat, Oman

Functional Responsibilities:

Responsible for scheduling, booking, and monitoring all inbound logistics functions
Freight negotiation with shipping lines /forwarders for all modes of transportation (Air, Sea, and Road)
Prepare local certificates for ministry approvals and regular follow-ups with clearing agents
Work closely with demand-supply planner for confirm inbound shipment's schedules
Coordinate and monitor supply chain operations, admin related activities
Liaise with International suppliers, forwarder for goods pick up & verification of documents
Prepare insurance coverage goods and file claim for damage & loss in transit on basis of incoterms
Assist in warehouse handling operations, stock check, inventory analysis

10/2011 – 09/2012, Logistics Coordinator (Offshore)
SWIBER OFFSHORE (India) PVT. LTD, Mumbai, India

Functional Responsibilities:

Coordination with Procurement & Engineering department for planning of Material/Vessel
Handle day to day operations for inward/outward clearance of vessel
Responsible for MIS records of Re-Export Bonds of Vessel, Material & Equipment's
Apply/obtain No Remittance Certificate & FEMA for Re-Export of Material/Vessel from the bank's
Follow up with the manufacturer for all equipment certificates required for clearance
Manage custom status for temporary importations/exportations of oil well equipment's and vessels
Follow up customs excise duty, register vessel for temporary work permits

07/2010 – 09/2011, Executive - Operation (Freight Forwarding)
VKM SHIPPING Mumbai, India

Functional Responsibilities:

Plan, Organize and Manage the staff to ensure that the work is accomplished in timely manner
Follow up with customs for pre & post shipment export documentation and update clients
Handled cargo loading operation for HR & CR STEELS, ODC, LCL & FCL containers
Assist BDM to perform marketing calls to reserve meetings for air & sea freight import/export shipments with new & prospective customers for the business development
Prepare daily MIS report, defining cost control strategies in Logistics chain for key accounts

Education:

M.B.A. in Port & Shipping, *University of Petroleum & Energy Studies, Dehradun* 2008-10

Bachelor of Science, *H.N.B Garhwal University, Dehradun* 2003- 06

Personal details:

Date of Birth	25th June 1986
Passport No. & Expiry	Z5009011 & 26.09.2028
Nationality	Indian
Permanent Address	Dehradun, India

I declare that the details above are correct and true to the best of my knowledge.