

HABEEB MOHAMED HUSSAIN

S/o, E. FAZLUR RAHMAN



LOGISTIC EXECUTIVE - Freight Forwarding

MBA - Logistics and Supply chain Management



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- **LANGUAGE :** English,Hindi,Tamil.
- **PASSPORT :** P1866390, valid till 2027
- **EXPERIENCE :** 3+ yr.

• SUMMARY

A dedicated and driven, Master-educated individual, with strong knowledge and experience gained within Master of Business Administration, is seeking challenging assignments that would recognise true potential and provide sufficient avenues for professional growth nurturing existing skills and competencies with Consistency.

• EDUCATION

• **VELS INSTITUTE OF SCIENCE TECHNOLOGY & ADVANCED STUDIES (VISTAS) CHENNAI - INDIA.**

MBA - (Master's Degree in Business Administration)
Logistics And Supply Chain Management (2017-2019)

• SKILLS

- Quick Learner • Interpersonal Skills • Communication Skills • Attention To Detail • Problem -Solving • Multitasking • Researching skills • Patience • Pressure Handling • Excel • Follow-up • Typing skills • Consistency.

- **ECONOMIC COURIER AND FREIGHT SERVICE LLC (DUBAI , UAE)**
 - **OPERATION EXECUTIVE (JUNE 2023 - AUGUST 2024 - 1 yr 3mos)**
- **INTERNATIONAL DEPARMENT**
 - OPERATION ASSISTANCE AIR | LAND FREIGHT - IMPORT & EXPORT SHIPMENT PROCESSING OPERATION IN VENDORS - PORTALS.
 - SHIPMENT FOLLOW - UP THRU MAIL AND DIRECT CALLS
 - INVENTORY MANAGEMENT | WAREHOUSE OPERATION.
 - HANDLING PORTALS (UPS , FEDEX , DHL , ARAMEX)
 - DIRECT BOOKING | DATA ENTRY | SHIPMENT CONNECTION REPORT.
- **EMU LINES PRIVATE LIMITED**
 - OPERATION ASSISTANCE IN AIR FREIGHT SHIPMENT PROCESSING THRU VIA PORTALS FOR THE PERIOD FROM (MAR 2021 TO APR 2023 - 2 yr 1mos)
- **KEY PERFORMANCED AREA:**
 - knowledge in operation supervisor | warehouse | Shipment authority and responsibilities.
 - inbound and outbound & Reverse logistics operations
 - Shipment Follow -up (return | hold | Dg shipments)
 - Handling all portals (Ups,Fedex,Dhl,Aramex,Emirates-post,Vnlin,Kara-express) also our company portal.
 - Import & Export rate analyst.
 - Communicating with destination team for delivery and return process
 - Domestic operations | OFD | RTO | MIS Report | Dispatch |
 - Domestic shipment inventory | segregated by Area wise.
 - Direct booking.
 - Manifesting the shipment.
 - Air Freight Import & export processing All types of the shipments.
 - Material Handling Fragile shipments | packaging | Dimensions.
 - Dg | Non-Dg | goods handling with MSDS and requiring letters.
 - Data entry system updates.
 - Knowledge in Indian customes requiring KYC procedures.
 - Customer service assistant with needfull
 - Tracks, traces, and updates the status of incoming and outgoing shipments.
 - Freight forwarding operation and import and export Document - Non document
 - Communicating with the forwarder & shipping liners
 - warehouse Management | Dispatch - Courier assignment