

Shahid Abdul Majeed

LOGISTICS AND SUPPLY CHAIN



ABOUT ME

DOB: 21/08/1989

Visa Status: Visit

Visa Expiry: 08/03/2024

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SKILLS

- Supply Chain Management
- Logistics Planning and Coordination
- Inventory management
- Transportation Management
- Attention to detail
- Warehousing and Distribution
- Technology Proficiency
- Risk Management
- Communication Skills
- problem solving

Dedicated and result-oriented professional with 5 years of experience in logistics and food storage within the FMCG industry. Proven track record of optimising supply chain operations, ensuring timely deliveries, and maintaining efficient food storage practice. Seeking a challenging position to leverage my skills and contribute to the success of a dynamic organisation.

WORK EXPERIENCE

LOGISTICS AND SUPPLY CHAIN

Fourshades India Pvt. Ltd (FMCG Distribution)

From - 18/08/2018 To 20/09/2023

- Oversaw end-to-end logistics operations, including transportation, distribution and inventory management.
 - Collaborated with suppliers and vendors to ensure timely and cost-effective delivery of goods.
 - Implemented process improvement that resulted in 15% reduction in transportation cost
 - Conducted regular audits of warehouse and distribution facilities to ensure compliance with safety and quality standards
- 1. Cold Chain Management:**
 - Established and managed a robust cold chain system to preserve the quality and safety of temperature-sensitive products.
 - Regularly inspected and calibrated temperature monitoring equipment to ensure accuracy.
 - 2. Packaging Integrity:**
 - Ensured that food packaging was intact and free from damage to prevent contamination during transit
 - Implemented packaging guidelines and quality checks to safeguard against leaks, tears or the potential issues.
 - 3. Hygiene Practices:**
 - Enforce strict hygiene practises among logistics staff, including proper hand-washing use of personal protective equipment, and adherence to food safety regulations.
 - Implemented cleaning and sanitation procedure for vehicles, storage facilities and handling equipment.
 - 4. Compliances with Regulations:**
 - Stayed informed about and complied with local and international food safety regulations and standards.
 - Regularly audited logistics process to ensure adherence to regulatory requirements.
 - 5. Emergency Response Planning:**
 - Developed contingency plans for emergencies such as temperature excursions, accidents, or natural disasters.

LANGUAGES

- English: Fluent
- Hindi: Fluent
- Arabic: Writing and Reading
- Malayalam: Native

REFERENCE

Farzad Naser
Managing director,
Fourshades India Pvt Ltd
+91 9061 443 422

Abdul Kareem
Manager, Dr Joseph's polyclinic

HOBBIES

- Reading
- Learning new skills
- Music

WORK EXPERIENCE

RADIOGRAPHER

Dr Joseph's Polyclinic.
Al Karama, Dubai, UAE.
From - 15/06/2016 To. 22/06/2018

- Facility Management:
 - Oversaw the overall management of the polyclinic facility, ensuring a clean, safe and well-maintained environment.
 - Managed relationships with external service providers for maintenance and facility-related service.
- Appointment scheduling:
 - Coordinated patient appointments and ensured the smooth flow of the clinic schedule.
 - Utilised scheduling software to manage appointments efficiently and minimise patient wait times.
- Insurance Verification:
 - Verified patient insurance information, processed claims, and liaised with insurance providers to ensure accurate billing and timely reimbursement.
- Coordinated with medical staffs:
 - Collaborated with medical staff, nurses, and other departments to facilitate smooth patient flow, ensuring optimal clinic operations.

RADIOGRAPHER

MES Medical College, Perinthalmanna, Kerala.
From - 10/05/2013 To - 14/04/2015

- Front desk Operations:
 - Greet and assist patients with a warm and professional demeanour, ensuring a positive first impression.
 - Answer and direct incoming calls, providing accurate information and effectively managing inquiries.
- Appointment management:
 - Schedule appointments and maintain the appointment calendar, optimising patient flow and reducing wait times.
 - Handle patient registration, verifying insurance information and maintaining accurate patient records.
 - Collaborated with medical staff to ensure timely communication and coordination of patient needs.

EDUCATION

2008	Bachelor of Science in Imaging Technology
2012	MGCTE Bangalore, Karnataka, India
2005	Higher Secondary - Science
2007	PJHSS, Kannur, Kerala, India.

CERTIFICATIONS

SEP 2023	INTRODUCTION TO SUPPLY CHAIN MANAGEMENT USING EXCEL UDEMY
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