

MUHAMMAD JANBAZ

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DOB: 12th March, 1987

Nationality: Pakistani

Marital Status: Married

Location & Visa: UAE (Residence Visa)

Qualification: MBA from NUML University, Islamabad (Year 2009)

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Why Janbaz?

Dynamic and result oriented Import/Export/Logistics professional with 12+ Years of Experiences to provide supply chain leadership and functional support which is safe, reliable, ethical, and transparent to achieves the organization goals. Handling all operational and administrative activities from point of origin to destination to support Supply Chain process. Ensuring to keep smooth supply of Goods/Raw Material/Machineries with optimum cost.

Currently engage with Manufacturing & Trading sectors, Working in area of import, export and logistics activities (Europe, MENA GCC, Arab League, For East, South Asia) Experience in Sea ,Air & land Freight (trucking) arrangements, Cross Trade containers shipment & RORO/Breakbulk vessel.

CORE STRENGTH & EXPERTISE

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|---|---------------------------|---------------------------------------|
| ◆ Logistics Handling | ◆ Import/Export | ◆ Procurement Purchase order |
| ◆ Customer's care | ◆ Price negotiation | ◆ Transport Management |
| ◆ Freight Forwarding | ◆ Trade Finance | ◆ Credit Control |
| ◆ Warehouse Management | ◆ Inventory Management | ◆ Cost & Budgeting |
| ◆ Incoterms (CIF,FOB,EXW...) | ◆ Dubai Customs | ◆ UCP 600/ISBP / LC documentation |
| ◆ VAT Compliance | ◆ Dubai Trade (E-mirsal) | ◆ Dubai RTA Compliance |
| ◆ Reporting/Presentation | ◆ Decision Making | ◆ Administrative skills |
| ◆ Teamwork, leadership | ◆ Work Ethic | ◆ Adaptive Corporate Culture |
| ◆ ERP Handling (BAAN , Infor , SOM, SAP ERP exposure) | | ◆ Microsoft (Word, Excel, PowerPoint) |
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CAREER PATH OVERVIEW

LOGISTICS SUPERVISOR (February 2022 – May 2023)

- ◆ Company : Zoomlion Gulf FZE, Jafza, Dubai,
(China Stock listed Company, manufacturer Of Heavy Machineries like as Excavators, Forklift, Mobile Cranes, AWP, Tower Crane)

LOGISTICS INCHARGE (March 2012 – Jan 2022)

- ◆ Company: Cosmoplast Industrial Co. LLC, Sharjah
(Manufacturers of Plastics PVC, HDPE GRP Pipes & House hold items)

Logistics Executive (Dec. 2010 - Jan 2012)

- ◆ Company : NEON Chemical, Lahore, Pakistan
(International Trading & Indenting business in Pharmaceutical API ,
Importing from China, India, Europe)

PROFESSIONAL EXPERIENCES

Logistics Supervisor (Feb 2022 – May 2023)

Zoomlion Gulf FZE, Jafza (Manufacturer of Heavy Equipment)



Synopsis of Role

- ♦ Strategically plan and managed entire logistics and warehousing activities for UAE and Oman region.
- ♦ Oversee the activities of team to achieve the clearance on time for UAE & Oman office.
- ♦ Managing and arranging company's entire logistics operations through Air/sea/Land freight by taking best quotes from forwarders and monitor the entire operation till delivery at destination.
- ♦ Planning with yard team to accommodate cargo display and movement In/Out smoothly with safety standard.
- ♦ Route & Trucking planning to move heavy machineries across the border to KSA, Oman, Qatar.
- ♦ Ensure for the end-to-end movement of the FCL/RORO cargo from various ports of loading to various ports across the globe (Cross trade) as per respective contracts and agreed trade conditions with the suppliers & buyers.
- ♦ Enhance relationship with Service Providers (Freight Forwarder, Customs Brokers, and Transporters, RTA, Customs,) to achieve targeted objectives within budget.
- ♦ Ensure for overseeing entire documentation with suppliers and for the buyers' basis agreed sales terms with respective buyers like export LC, CAD, TT ,bank LPO etc.
- ♦ Achieved high level of delivery with A+ KPI performance (95%)
- ♦ Reduced Delivery lead time from weeks to couples of days.
- ♦ Annually saved huge amount in terms of best freight, customs duty and best transport planning.

Key Performance Indicators ↓

Import Clearance Supervision (UAE, Oman)

- Ensure import of Heavy machinery on time without storage upon arrival at Jebel Ali & Sohar Port Oman
- Established new set-up for Oman Branch & ensured clearance of Machine and spare parts on time.
- Follow-up Import documents from suppliers before vessel arrival to prepare evriting thing in advance.
- Follow-up Customs Duty & VAT in advance to ensure timely payment for clearance in UAE & Oman
- Ensured new Vehicle model registering on time with Customs & RTA to get correct VCC.

Export Delivery Management (UAE, Oman)

- Reduced delivery lead time from 2 weeks to in couple of days by setting up with new delivery plan.
- Achieved monthly deliveries target on time as commitment with customers by deadline.
- Continuously follow-up Delivery Plan and re-schedule the shipment as per new development.
- Making sure product readiness on time before delivery & working properly before delivery.
- Ownership transfer to customers, new registration, passing as per sales contract from RTA authority.

Suppliers' Management

- Developed new suppliers (freight forwarders & transporters) to achieve the company sales target.
- Negotiating with carriers (Shipping line/Airline /forwarding companies/Transporter etc) for better rates to arrange shipments in a cost effective way.
- Cross checked Supplier's Invoices/bills and other day to day expense related to logistics.
- Managed & raised claims to suppliers/ Shipping line relating to discrepancy, shortage, loss or damage.
- Monitoring & evaluate performance as per KPIs & SLA and Compliance as per company policies

Inventory/PO Management (UAE, Oman)

- Maintain accurate inventory records and data & Ensured all items/stock are updated in SAP & ERP (LTC)
- Organize Warehousing and storage facilities as per company's requirement by re-arranging inventory within the warehouse or by using 3rd party warehouse.
- Stock taking / registering of inventory at appropriate intervals.
- Advance and proactive approach to ensure space availability for upcoming new machineries.
- Coordination with China Factory & Logistics teams for correct ship data and arrival information.
- Ensure that proper identification and traceability methods / means for the inventory are established.
- Ensure safety regulations and practices laid down by the organization are fully complied at all times.

Support to Product Line

- Updating product lines manager (Earth Movers, Cranes, AWP, Forklift, and Concrete) to maintain stock.
- Ensure they get pricing/quotation on time from team to close the deal to ship as per target.
- Stock updating in ERP system for new arrival/delivery or changing location.
- Support them to prepare contracts & logistics cost review with shortest lead time of delivery.

Team Management

- Ownership of operation work to lead the team from front.
- Follow-up Temporary Import duty refunds, Monitor, negotiate, and resolve the issues for logistics team.
- Timely submission of Insurance claim & customs duty refund claim, trade license renewal
- Control and supervise warehouse workforce and make sure all the shipments and deliveries are done within the stipulated time.
- Oversee and responsible to manage logistics team to ensure Import and Export in smooth way to achieve the organizational objectives and targets.
- Ensured that shipment documents related to import and export like invoice/packing list/COO/Bill of Lading or Airway Bill etc before process.
- Support Finance dept. for the preparation for Bank documents and authorize the same for TR Submission.
- Setting up policies and procedure for the team to follow in best way to delivery on time.

Logistics Incharge (March 2012 – Jan 2022)



Cosmoplast Industrial Co LLC Sharjah-UAE (Plastic Manufacturer)

- Managed all Import & Export (Air, Sea, Land) shipments for Middle East, Africa, Asia, Europe.
- Prepared L/C, CAD, T/T Export documents (Invoice, Packing List, Certificate of Origin, Bill of Lading) as per Incoterms/UCP 600 Standard & ensured to avoid discrepancies.
- Negotiated charges with freight forwarder/logistics/ Transporters for Import & export shipments.
- Issued proforma invoice, Scrutinize the export LC, arranging amendments if require.
- Prepared Import LC's, Submitting to bank, Arranging amendments if any as per PO agreed term.
- Interacted with local authorities for easy import shipment clearance on ports, duty exemption for raw material, Dubai Municipality approval, obtaining Govt. permission from MOE (Ministry of Interior) for dangerous goods.
- Communicated with Chamber of Commerce for attestation, Ministry Economy, MOFA, Dubai Customs, third party inspection companies for export shipments.
- Process & supervise PO issuance as per appropriate mode for transport & approved terms.
- Follow up the movements of imports shipments, containers, original documents for timely clearance to avoid demurrages and storage charges.
- Follow-up with warehouse for receiving/dispatching right quantity, quality as per agreed terms with suppliers/customers.
- Monitor customers & vendor's accounts to identify unpaid/pending/overdue payments.
- Determine supplier performance by KPIs and service level agreements (SLA)