



# VISHAL HUNDALANI

## SALES & PROCUREMENT PROFESSIONAL

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### CONTACT

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- 📍 Dubai, UAE

### EDUCATION

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- Bachelor of Commerce (B.COM) From Kutch University
- Bachelor of Law (LLB) From Kutch University

### SKILLS

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- Sales & Purchase of Marine Parts, Oil & Gas Equipment
- Shipping & Logistics Management
- Import-Export Documentation & Compliance
- Customer Relationship Management
- Inventory Management & Stock Monitoring

### IT FORTE

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- Accounting Software-Tally ERP.
- Others- MS Office

### PROFILE SUMMARY

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- Dynamic and results-driven professional with over 10 years of comprehensive experience in logistics, sales, and purchasing within the marine, oil & gas, and shipping sectors.
- Skilled in managing import-export documentation, handling custom clearance, coordinating sales, and providing excellent client service.
- Proficient in Tally and other accounting software, with a strong foundation in logistics and supply chain processes.
- Expertise in handling routine Sales Orders in Marine Line.
- Able in getting orders of Marine Parts.
- Expertise in handling routine Sales Orders of Oil & Gas Equipments.
- Having good hold in Import - Export Documentation.
- Efficiency to handle Custom Clearing Work. (According to Indian Custom Laws.)

### WORK EXPERIENCE

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#### Shivam Shipping Agency

Jan 2021 -Present

Gandhidham-INDIA  
Chandler & Documentation Specialist

- Manage all ship chandling and documentation tasks, ensuring smooth operations and compliance with regulations.

#### Petrotech Enterprises FZE

July 2016 -Oct 2020

Dubai-UAE  
Sales Executive & Sales Coordinator - Oman Branch

- Generated and managed sales orders for oil & gas equipment, coordinated timely deliveries, and maintained client satisfaction through exceptional service.
- Oversaw inventory and prepared monthly stock reports, ensuring efficient stock management and timely replenishment.

PERSONAL DETAILS

- DOB: 16th Mar,1986
- Marital Status: Unmarried
- Nationality: Indian
- Passport: G4508642

LANGUAGES

- English (Fluent)
- Hindi (Fluent)
- Gujarati (Fluent)
- Sindhi (Fluent)

Bay Line Shipping PTE Ltd July 2014 -May 2016

Gandhidham-INDIA  
Documentation Specialist

- Handled all documentation processes within the container line business, optimizing paperwork for import-export compliance.

Essa Ship Chandlers Jun 2011 -May 2014

Dubai-UAE  
Sales Executive

- Prepared quotations, managed sales orders for marine parts, and ensured on-time delivery to offices and ships, reinforcing client trust.
- Conducted stock monitoring and generated monthly stock reports to support inventory accuracy.

World Window May 2007 - Apr 2011

Gandhidham-INDIA  
Customs & Import-Export Documentation Specialist

- Performed customs clearance and import-export documentation, aligning with Indian customs laws and regulations.

Bright Enterprises Feb 2003 - Mar 2007

Gandhidham-INDIA  
Customs & Import-Export Documentation Specialist

- Specialized in import-export documentation and customs clearance, ensuring regulatory compliance and efficient processing.