

# MOHAMED ANAS

## LOGISTICS



### CONTACT



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Deira - Dubai, UAE

### LANGUAGE

English

Tamil

Malayalam

### PERSONAL DETAILS

- DOB : 06th May 2000
- Nationality : Indian
- Visa status : Visit Valid till 3rd Dec 2023

### SKILLS

- Microsoft Office Excel
- Microsoft Outlook
- Communication
- Credit notes
- SAP in Material Management
- Checking invoices (three way matching)
- Detailed knowledge regarding
  - Export & Import Procedures
  - Export Documentation
- Incoterms
- knowledge in new costs adding in system and FOC

### OBJECTIVE

To find a position for myself in an esteemed organisation where I could polish my skills and expand my knowledge. Where all my skills could be put to use for the betterment of both the company and my own self.

### EDUCATION

#### ALAGAPPA UNIVERSITY

India

MBA(LM) Master of Business Administration  
(pursuing) in Distance Education 2022 - 2024

#### DIPLOMA IN LOGISTICS AND SUPPLY CHAIN MANAGEMENT

India

SCM HUB, International Logistics Business  
School, Kochi UPES Dehradun, India July 2022-Jan 2023

#### BHARATHIDASAN UNIVERSITY

India

B.COM Bachelor Of Commerce  
Jamal Mohamed College  
General - (80%) 2019-2022

#### TANSRI UBAIDULLAH METRIC HER SEC SCHOOL

HSC(commerce) - (66%) 2018-2019  
SSLC - (64%) 2016-2017

### EXPERIENCE

#### PFI SHIPPING LOGISTICS

Chennai (India)

Custom clearance  
Documentation and customer service executive  
April 2023-Aug 2023

- Efficiently filed export entry documents electronically using customs software like ACE for accurate customs review.
- Optimized duty drawback claims for eligible exported goods.
- Apply for Form 13 on the ODEX website and upload the LEO copy, shipping bill copy, and tally sheet documents.
- Verify shipping bill number generation on ICEGATE.
- Essential supporting documents include INR, mandatory RCMC, and required licenses.
- The packing list involves varied drawback value calculations for different products.
- The VGM draft bill is prepared by adding the tare weight to the gross weight.
- Responsibilities include the preparation of draft bills of lading (BL).
- Responsibilities involve prompt document filing, handling occasional delays, and daily IGST product exchange rate monitoring.

## CERTIFICATION

- Import Export procedures
- Microsoft Office Excel
- SAP(Material Management)
- University of Dubai (Distribution & Logistics mgt)
- UPES University certificate

## INTERNSHIP

### AFFHAN SHIPPING L L C

#### CUSTOMER SERVICE EXECUTIVE

Chennai (India)

Feb 2023 to March 2023

- Coordinate with operations officers for all shipping requests.
- Manage the customers shipping requests for freight arrangement.
- Skilled in CBM calculations for precise container capacity determination, streamlining cargo consolidation and transportation efficiency.
- Develop relationship with customers and provide solution for them.
- Emphasize your ability to provide outstanding service to customers, handling inquiries, and ensuring their satisfaction shipping process.

## DECLARATION

I hereby declared that the above given information's are true and complete to the best of my knowledge