

# MOHAMED ABDUL BASITH

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## OBJECTIVE

- Seeking a long-term growth oriented and challenging career with a company of repute where I can learn and perform and be a valuable team member.
- To relentlessly pursue continuous process improvement to meet the total service requirements for clients, delighting them and firmly establishing a long-term business partnership

## WORK EXPERIENCE

### MAERSK LINE INDIA PVT LIMITED (DAMCO INDIA)

(PERIOD: December 2021 to June 2023)

**Designation: Customer Experience Partner Project SCM - Vestas**

#### **Responsibilities Include:**

- Planning and shipments Execution (Air, LCL, FCL) BY Co-ordinating with internal and External Stack holders to ensure the smooth handling
- Analyzing the P/L before Execute the shipments and creating the new lane with the new costs
- Planning and Execution on the Air and LCL console and FCL
- Supplier Factory visit and CFS Visit to monitor the loading and unloading lashing choking purpose to analyzing the cargo handling to ensure to avoid the cargo damage while transit
- Planning and prepare the Route survey for the ODC cargos (Base Frame, Main shaft, HUB)
- Working on SOC shipments based on the customer requirements
- Placing booking with the line for FCL shipments
- Draft checking and sending pre alerts and debit notes to customer and follow up with the customers for payments to close the Finance activities.

#### **Reporting Activities**

- Monitor the Teams Data Quality by cross checking and analyzing the Data's and submit the Same to Reporting manager daily basis
- Conducting Huddle meet on daily basis to discuss the Operational and Invoicing related issues of each Focal and finding out the better solution for it.
- Preparing the ITM report on daily basis and share the same to the vestas with accurate shipments updates
- Attending the Monthly review meeting with the Vestas Team to share the Productivity and for the Future Planning of shipments Executions

#### **Achievements**

- Best Customer Service executive period of 2021-2022
- Awarded for Maintaining Team's Data Quality
- Quarterly award for moving 10 Consecutive Air shipments with the weight of each 28000 kg with Zero Error from Mumbai to Fortaleza.

**NEWAGE SOFTWARE & SOLUTIONS INDIA PVT LTD**  
**(Freight Systems Logistics UK Ltd)**  
**PERIOD: May 2017 – April 2021**  
**Role: Sr. Executive**

**Application: e-Freight Suite (EFS)**

Process & Report Handled (Air & Ocean Export) Responsibilities Include:

- Handling self-routed and Nomination routed shipments part of Freight forwarding division.
- Providing Air, FCL Quotes country wise to Agents and Customers.
- Acknowledging nomination and create booking with package for Air and FCL shipments
- Analyzing the buy and sell based on the TOS before executing the shipment
- Coordinating with shipper to know the cargo readiness
- Preparing and sending collection note to trucker based on the shipper's special requirement
- Arranging FCL booking based on shipper loading slot / warehouse loading slot from liner
- Timely updating the status of the shipment to destination or Customers
- Coordinating with warehouse for the final report of the Air cargo once shipment received to warehouse
- Preparing weekly Air console and FCL loading list and share the same to loading warehouse.
- Cross checking the weight and quantity with shipper invoice and warehouse report before moving the Air shipment
- Filing Data in UK Govt approved online customs clearance based on the shipper's invoice for Air and FCL before ETD
- Filing VGM transaction in UK Govt approved online sites for all FCL container based on port of loading
- Converting booking to JOB to prepare Draft B/L and releasing B/L based Agent and Customer requirement with approval
- Keep track for shipped on board status with liner
- Generating invoice to customer's and Agents based on TOS
- Keeping track for shipper's original docs for all GULF shipments to courier the same to destination
- Preparing European Certificate of Origin & Invoice Attestation with chamber of commerce
- Obtained signed and stamped DGN copy from shipper to liner to move the shipment without any problem to meet intended vessel
- Following for Debit notes from Co-loaders /Carriers and keep track on cost and revenue regarding a shipment for a better financial visibility
- Sending pre-alert documents to destination

## **HAPAG-LLOYD GLOBAL SERVICE INDIA PVT LIMITED**

**PERIOD: DEC 2013 – DEC 2016**

**Role: Customer Service Executive**

### **Responsibilities Include:**

- Canada Imports documentation and customer Service
- Preparing and releasing the DO
- Pre alert Documents Checking
- Sending Arrival notice to the Customer

### **EDUCATIONAL QUALIFICATION**

- PG Diploma – Logistics and shipping (Indian Institute of logistics – 2011 – 2013)
- B.sc - Computer Science (The New College – 2007 – 2010)
- +2 St. Arulanandar Hr Sec School - Oriyur
- SSLC St. Arulanandar Hr Secs School - Oriyur

### **STRENGTHS**

- Dedication & Serious involvement in the assigned job.
- Flexible to work any situation
- Very good listener and problem solver
- Excellent and effective follow-up skills for customers and partners.

### **KEY SKILLS**

- MS Word, MS Excel
- Pricing, Operations & Customer service in Freight forwarding Division, Supply Chain Management

### **PERSONAL DETAILS**

<b>Father's Name</b>	: Mohamed Sirajudeen
<b>Address</b>	: 1/99 New Street Vellayapuram Ramanathapuram-623315.
<b>Date of Birth</b>	: 22.05.1990
<b>Nationality</b>	: Indian
<b>Languages Known</b>	: English, Tamil,

## DECLARATION

I **MOHAMED ABDUL BASITH** hereby declare that the above given information are true and to the best of my knowledge and belief and that I bear the responsibility for the correctness of the same.

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**Date:**

**Place: Chennai**

**MD ABDUL BASITH**