

Hiva Farhad Shojaei

LOGISTICS OPERATIONS

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Professional Summary

Dedicated logistics professional with over 5 years of experience in shipping and freight forwarding, specializing in import operations, documentation, and client relations. Skilled in TMS software, MBL/HBL, demurrage management, telex release, and Incoterms. Experienced in handling international markets, including Iran and China, and proficient in issuing bank guarantees and SBLCs.

Experience

Business development manager– Private Banking Industry

Black Locust Financing Brokers LLC, Dubai, UAE June 2024 – Present

- Issued bank guarantees and Standby Letters of Credit (SBLCs).
- Conducted market research and evaluated new investment opportunities.
- Managed client communications and ensured timely response to term sheets.
- Prepared detailed reports to assist management in evaluating projects.

Operations Coordinator – Import Department

Lavin Sea Aria Logistics Forwarder Company, Tehran, Iran 2020-2023

- Managed import operations for sea freight, including documentation and shipment tracking.
- Ensured compliance with MBL and HBL standards and resolved demurrage issues.
- Facilitated cargo releases through telex and maintained strong client relationships.
- Specialized in coordinating shipments for the Iranian and Chinese markets.

Intern – Logistics and Shipping Operations

Afaq Adak Shipping Company, Tehran, Iran 2018-2020

- Supported import logistics operations, including preparing shipping documents.
- Assisted in tracking shipments and liaising with clients for timely deliveries.
- Gained experience using TMS software and industry-standard practices.

Education

Azad University of Tehran

French Literature | Level: Bachelor's Degree

2020-2023

University of Science And Culture

Business Administration | Level: Associate's Degree

2017-2020

Skills & abilities

- Logistics Expertise: Import operations, MBL/HBL, demurrage resolution, telex release.
- Banking Knowledge: Issuing bank guarantees and SBLCs.
- Technical Proficiency: TMS software and advanced logistics tools.
- Market Experience: In-depth knowledge of Iranian and Chinese markets.
- Incoterms: Familiar with standard terms for international trade.
- Languages: Fluent in English (IELTS Band 8), Persian (Native), and French (Intermediate).

Certifications

- IELTS (Band Score: 8)

Personal Details

Nationality: Iranian

Residency: UAE (since June 2024)