



Currently working on the profile of Senior Operator in Dry Bulk Cargo Division at Ship Operator's Desk having more than 25 years of working experience majorly in Ocean Transport (Shipping) sector at various responsibilities along with some other fields such as Civil Construction sector and Windmill Power Projects etc. at various responsibilities. Adept, skilled middle level management, self-correspondent, computer literate with versatile experience. Qualified with PG Diploma in Shipping Management from Narottam Morarji Institute of Shipping, Mumbai and Graduated from Delhi University. Imbued with good values, culture and positive thinking. Enthusiastic candidate with a desire to be part of reputed organization to take up a challenging career and grow with honesty, loyalty, good relationship, best performance and translate my experience, knowledge, skills & abilities into value for an organization thus adding more tags to career milestones and move forward to a meaningful explanation of material life.

Objective:

To take up a challenging career and grow with honesty, loyalty, good relationship and best performance and translate my experience, knowledge, skills and abilities into value for an organization thus adding value my candidature.

Education

PG Diploma in Shipping Management from NMIS (Narottam Morarjee Institute of Shipping), Mumbai.

Graduation from University of Delhi

10+2 CBSE Board from Delhi

Advance Diploma in Network Computing from N.I.I.T., New Delhi.

Certificate Course in Quality Management from N.I.I.T., New Delhi.

Work Experience:

1. September 2023 – Present :-

Senior Operations Manager, Dream Sea Navigation DMCC (An OILMAR Group Company)

- Responsible for executing voyages fixed by the Chartering Team, which would encompass planning, coordinating, and managing all the dry bulk operations, ensuring the most efficient use of resources, and prioritizing safety and environmental considerations.
- Maintaining constant contact with ship's staff, port agents, ship owners, and clients.
- Minimizing voyage costs to maximize voyage results. Calculation of Lay time and demurrages of voyages along with follow ups.
- Ensuring the safe and smooth day-to-day operations of chartered vessels. This includes coordinating cargo intakes, maximizing stowage, issuing instructions to ship's masters, and appointing local agents/port captains.
- Coordinating bunker supply and monitoring the voyage performance of vessels, ensuring operations are proceeding as planned and taking corrective actions if needed. Engaging and

verifying weather routing company to vet the voyage and liaise with ship owners / operators accordingly.

- Providing updated port information and congestion status, including highlighting any possibilities of loss in terms of time/efficiency.
- Appointing local agents and working with them in respect of issuance, release, and collection of Bills of Lading, a critical document in shipping and logistics.
- Regular interaction with ships' masters on voyage performance, cargo intakes, cargo operations, and vessel safety issues, ensuring the ship is being operated optimally and safely.
- Liaising with the Legal Department and P&I Clubs in case of any potential disputes, working proactively to address any legal issues that might arise.
- Providing the Chartering Team with voyage Profit & Loss statements at the end of each voyage and any notes for improving the results for subsequent voyages on such routes.
- Marinating data in IMOS / excel sheet as required for day-to-day work and business needs.

2. January 2018 – August 2023:-

Manager Operations, Bainbridge Navigation Pvt. Ltd., Noida, Delhi-NCR

Operations Manager (Jan 2020 – Present)

- Establishing and maintaining good working relationships with ship owners, international customers and third-party service providers on a regular basis regarding voyage activities.
- Optimize the voyage P&L (profit & loss) through efficient voyage planning by communicating updates in a timely and organized manner.
- Actively managing all voyages, relaying voyage orders / sailing instructions, agency appointments and monitoring of vessel's performance, negotiating with counterparties to optimize the logistics.
- Reviewing and establishing contractual terms of the Charter Party in place up and down the chain with owners and sub-charterers, LOIs issuance to Ship-owners. Monitor progress of the vessel during voyages to gain maximum commercial advantage for the company.
- Well-timed Bunkers procurement in coordination with bunkers desk for the procurement of bunkers and monitoring Speed and consumptions of the vessel during loading, transit or discharge and pro-actively communicating with master / chef officer of the vessel to optimize the voyage efficiency.
- Supervising and signing off the off-hires / dispute calculation and working on satisfactory solution of any dispute in accordance with terms of charter party.
- Maintaining dialogues with Chartering and Operations Team; Post fixing and Claims Departments; All Intercompany Trading desks; Disbursements; Owners, Vessels, & 3rd Party Charterers; Service Providers; Shipping agents, Vetting organizers for smooth operations and seamless execution of voyage.

Manager, Team Lead - Postfix operations (Dec 2018 – Jan 2020)

- Laytime calculations, FDA Analysis, Dispute settlements, Maintaining records and tracking, Ensuring timely payments to our vendors etc.

Manager - Postfixures (Jan 2018 – Dec 2018)

- Ensuring timely preparation of lay-time calculations and submitting same to Charterers for confirmation.
- Ensuring timely submission of Final Freight Invoices once the lay-time is confirmed from Charterers.
- Following up with respective parties (Charterers & Brokers etc.) for timely remittance of Balance Freight due to us and vice versa.

- Ensuring timely receipt and checking of final port disbursement account (FDA) against chartered vessels and arranging balance payment, if any, to Port-Agents.
- Ensuring timely payment of various vendors for their respective services e.g., weather routing agencies, P & I Clubs and Marine / Bunker Surveyors etc.
- Preparing and arranging various documents for the expenses incurred and income occurred to the Company during the Financial Business Year for Annual Auditing purposes.

3. *August 2002 – January 2018:-*

Shipping Executive (Post Fixture Operations), Interocean Shipping Company, New Delhi

Job Profile (September 2007-January 2018: Executive Shipping-Post Fixtures Operations)

DRY BULK CARGO-POST FIXTURES OPERATION

Current Job profile:

Post-fixture Operations for the Vessels fixed between Charterers and Owners on Voyages and on Time Charters.

Job Descriptions:

- Ensuring of complete post-fixture follow-ups regarding vessel's itinerary, delivery / re-delivery, berthing schedules, agent nomination & appointment for loading / discharging operations, initial & final draft surveys, release of bills of lading, loading & discharging progress, timesheets, working draft charter-parties etc.
- Ensuring accurate and timely settlement of payments of hire / freight, demurrage and despatch etc.
- Ensuring that fixtures are concluded according to proper interpretation of charter party clauses and shipping term & practices.
- Preparing charterparties for the fixtures handled.
- Preparing brokerage invoices towards fixtures concluded ensuring timely receipts.

Job Profiles (January 2005 - September 2007: Jr. Executive - Operations)

WINDMILL POWER PROJECs

- Negotiations with various suppliers for procurement / establishment of projected WINDMILL Plants for Power Generations.
- Monitoring and preparing Daily Report of Windmills fetching the data through WEB Enabled Performance Reports.
- Ensuring smooth functioning / operation of installed WINDMILLS in this regard corresponding with Annual Maintenance Service provider for accurate and timely submission of Invoice of Wheeled Electricity to State Electricity Boards and receipts of timely payments
- Ensuring proper checkouts by AMC provider for quick repair and fixing of faults & breakdowns, if any.

Job Profiles (August 2002 - January 2005: Executive Assistant)

ONSHORE - Operations:

- Assisting Sr Manager in successful completion of charter fixtures of TUG operations at West Coast of India.
- Soliciting and marketing for employment / charter voyage of TUG operation / towing jobs.

4. Year 1998 - Year 2002:-

Worked as Executive Assistant in Delhi branch office of Tania Constructions Ltd., Kolkata

Job Profile:

- Assisting and ensuring proper documentation of various governmental Bids / Pre-qualification / Tenders regarding construction of Bridges, Flyovers and Administrative Buildings etc.
- Assisting in procurement of resources of information required for Submission of Bids / Pre-qualification / Tenders
- Attending Bid Openings in various Govt. Authorities e.g. Airport Authority, CPWD, NHAI, IRCON, EIL etc.
- Exploring through various resources to sort list appropriate business development opportunities regarding construction of Expressways, Roads and Highways, Bypasses, Bridges and Flyovers, Tunnels etc.

Personal Details:

- Nationality - Indian
- Languages - English & Hindi
- Residence Address – Jumeirah Lake Towers, Dubai

Other Details:

Current CTC: Can be discussed

Expected CTC: Negotiable

Notice Period: Negotiable

Vinod Kumar Dubey

2024, Dubai UAE