

SURENDHAR. B

PRICING ANALYST & **OPERATION EXECUTIVE** 

## Contact

**Address** 

Bur Dubai, UAE

**Phone** 

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E-mail

bsurendharsura@gmail.com

## **Skills**

Customer service

Supervising and mentoring

Freight logistics Cost estimates and management

Shipments handling

**Document Maintaining** 

Time management

Decision-making

Organization skills

Enterprising Logistics and Supply Chain Management Professional with 3 years of industry experience.

Multi-tasking Pricing Analyst with expertise maintaining pricing models and evaluating customer costs. Analyzed business objectives and researched competitor pricing. Worked smoothly under pressure with poise and composure.

## **Work History**

2023-08-14 Current

# TELE- SALES, ADMIN, ACCOUNTANT VISTAR SHIPPING LLC, DUBAI, UAE

- Handled day-to-day accounting processes to drive financial accuracy.
- Documented cash, credit, fixed assets, accrued expenses, and line of credit transactions.
- Reconciled accounts and reviewed expense data, net worth, and assets.
- Reduced expenses by negotiating with vendors for better pricing and terms on services and supplies.
- Boosted sales revenue by implementing effective telesales strategies and techniques.
- Increased telesales efficiency by implementing new call strategies and training methods.
- Increased sales revenue by developing and implementing targeted telesales strategies.

2021-03-09 2023-07-16

#### PRICING ANALYST & OPERATION EXECUTIVE

#### **HELMO SHIPPING LLC, DUBAI, UAE**

- Cost analyzing and quote to clients
- Negotiating freight charges on behalf of their clients
- Arranging transportation providers to move the goods to their destination
- Maintaining the monthly and Daily reports
- Preparing all documents necessary for importing or exporting goods
- Received, processed, and moved outbound and inbound cargo properly
- Handling all the documentation like invoice, cost sheet, bill of landing, Sabar Certification
- Updating inbound and outbound in the system
- The main responsibility of the freight forwarder is handle till final delivery.

## **Education**

#### **Bachelor of Commerce**

NAZARETH COLLEGE OF ARTS &SCIENCE

Percentage: 75.40%

HSE: 12TH

KENDRIYA VIDYALAIYA HVF AVADI SCHOOL

Percentage: 80%

SLC

KENDRIYA VIDYALAIYA HVF AVADI SCHOOL

Percentage: 74%

# **Personal Information**

• Father's Name: BARNABAS. A

• Mother's Name: ROSELIN JAYARANI. B

• Date of Birth: 10/03/2000

Nationality: INDIA

• Marital Status: SINGLE