



✉ vyshnavibaburaj1998@gmail.com
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📍 Dubai, UAE

SKILLS

Logistics Operations
Tally ERP 9
Effective communication
Supply Chain Management
Bill of Lading
Export and Import
Incoterms
Freight Forwarding
Shipping
NVOCC
Container, Liner, Shipping
Export, Import Documentation

PERSONAL DETAILS

Date of Birth: 15/01/1998
Nationality: Indian
Current Location: Dubai, UAE.
Languages: Malayalam, Hindi, English and Tamil.
Passport No.: X3167724
Passport Expiry: 26/02/2034
Visa Status: Resident Visa.

Vyshnavi M

Logistics Coordinator

A self-motivated person commences my career in an esteemed and reputed organization which provides an international exposure to the industry to update my skill and ability to become more productive personnel. Looking forward to work with experts and contributing the best for the growth of organization.

EDUCATION

- **PG Degree International Business (Logistics and Shipping)**
Institution: RVS College of Arts & Science, Coimbatore
- **Bachelor of Business Administration (Logistics and Supply Chain Management)**
Institution: RVS College of Arts & Science, Coimbatore
- **12th Grade: Board of Examination Kerala**
Institution: GHSS Kunnamangalam
- **10th Grade: Board of Examination Kerala**
Institution: GHSS Kunnamangalam

CERTIFICATIONS

- **Certification in Logistics and Supply Chain Management**
Vidhya Bharathi Group of Institution
- **Certification in Tally ERP 9**
National Development Agency (Promoted by Govt. of India)
- **Certification in Global Marketing Management**
Ministry of HRD (Funded by Govt. of India)
- **Certification in Advance Excel** Udemy Inc

EXPERIENCE

SSPT Logistics Pvt Ltd

Location: Coimbatore, India.
Position: Logistics Intern (2 Month)

Bull Machines Pvt Ltd

Location: Coimbatore, India.
Position: Logistics Intern (2 Month)

Milma Pvt Ltd

Location: Kerala, India.
Position: Logistics & Supply chain Management Intern (2 Month)

Key responsibilities:

- Co-ordinate inland trucking to move goods from warehouse.
- Communication with customer to receive orders and enhance customer satisfaction
- Track and trace all shipments.
- Accurately ensure product meets the required delivery in the most cost-efficient methods.
- Coordinate mutual scheduling for client's door to door deliveries.
- Arranged for transportation dispatching, appointment times and proper documentation are handled amongst internal/external customers.
- Communication with customer to receive orders and enhance customer satisfaction.
- Pro-actively identify problems and swiftly implement solutions.
- Maintain accurate records and documentation for all land freight operations, including invoices, bills of lading, and delivery receipts, Packing List.
- Coordinate with the logistics department for shipment of materials.