



OBJECTIVE

To work in a healthy, innovative and challenging environment extracting the best out of me, which is conducive to learn and grow at professional as well as personal level thereby directing my future endeavors as an asset to the organization.

CONTACT

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EMAIL: nikhils9526@gmail.com

PERSONAL INFORMATION

D.O.B : 23.09.1992

Gender : Male

Languages: English,Hindi&
Malayalam

Visa Status: Visit Visa

NIKHIL SUDHARSANAN

Mob: +971 52 726 9893

Email: nikhils9526@gmail.com

ACADEMIC QUALIFICATION

- Bachelor of Business Administration(52%) from Kerala University, Kerala India (2014-2017)
- HSC (62%)from Kerala, India(2010)
- SSLC (65%) from Kerala, India (2008)

WORK EXPERIENCE

WOLF TRANSPORT EST - Saudi Arabia
Logistic Dispatcher Executive (Transport Session) 2018-2020



Job Responsibilities

- Communicate with suppliers, retailers, customers etc. to achieve profitable deals and mutual satisfaction
- Plan and track the shipment of final products according to customer requirements Keep logs and records of warehouse stock, executed orders etc.
- Prepare accurate reports for upper management
- Supervise orders and arrange stocking of raw materials and equipment to ensure they meet needs
- Coordinate and monitor supply chain operations
- Ensure premises, assets and communication ways are used effectively

International Container Transshipments Terminal - Cochin, India Cargo Controller
2012 – 2014

Job responsibilities

- Check import / export documentation to determine cargo content, and classify goods into different fee or tariff group, using a tariff coding systems

COMPUTER PROFICIENCY

Certification from NCVT
in Computer
fundamental

Certification in DTP from
Indian Computer
Academy

PROJECTS

Project on "EMPLOYEES'S
JOB SATISFACTION" from
Maks Automation PVT LTD,
Kottarakkara (Kerala-India)
as a part of graduation
project.

- Direct delivery trucks to shipping doors or designated marshalling area and help load and unload goods safely
- Determine method of shipment, and prepare bill of lading, invoices and other shipping documents
- Direct or participate in cargo loading in order to ensure completeness of load and even distribution of weight
- Enter shipping information into a computer by hand or by using a hand-held scanner that reads barcode on goods

International container shipping lines

- > MAERSK
- > MSC
- > COSCO
- > EVERGREEN
- > BALAJI

**Professional courier cargo company –
Kerala, India Dispatch Executive
2010-2012**

- Assuring and routing phone calls with efficiency and in a courteous manner
- Contact customers prior to delivery and follow up with them to confirm delivery
- Establish good work relationships
- Perform other duties assigned
- Cargo safety measure
- Complete all waybill and sign invoices in a timely and legible manner

DECLARATION

I hereby declare that the above written particulars are true & correct to the best of my knowledge & belief.

Place : Dubai

Date :

NIKHIL SUDHARSANAN