



# MOHAMED NEYYATHOOR

**MBA [Supply Chain Management]**

## CAREER OBJECTIVE

To achieve a challenging position in an environment or work with an organization where I can utilize my skills, energy and knowledge with full determination and dedication for the development of the concern and self.

## EDUCATION

**Master of Business Administration (MBA)** **2016**  
Pune University, India  
Major: Supply Chain Management

**Bachelor of Computer Application (BCA)** **2014**  
Calicut University, Kerala, India

**Post Graduate Diploma in Foreign Trade (PGDFT)** **2016**  
Pune University, India

## PROFESSIONAL EXPERIENCE

**Operation Coordinator (Present)**  
Life Care Pack Plastic Trading  
Abu Dhabi, UAE

**Logistic Trainer (2 year)**  
Able Training Academy  
Kochi, India

**Logistic Coordinator (Shut down)**  
Universal Cold Stores  
Dammam, Saudi Arabia

**Operation Executive (1year & 3 month)**  
KRS Pvt.Ltd  
Mumbai, India

## Duties & Responsibilities

- Planning and managing Logistics, Warehouse, Transportation and Customer Services.
- Implemented and maintained effective Operational structure with appropriate delivery and scheduling efficiency.
- Updating the clients regarding the status of consignments from time to time.
- Controlling overall Operational process (Inbound, Outbound, DEPS, Transportation and Warehousing).
- Negotiating contracts with vendors to reduce costs and achieve maximum efficiency.
- Planning supply chain schedules in advance, in preparation for busy seasonal periods.
- Handling the processing of Truck movement, On-time Shipment dispatch and Warehouse clearance.
- Communicate with suppliers and customers to achieve profitable deals and mutual satisfaction
- Preparing accurate reports to Top Management.
- Provide training on maximizing customer value in terms of product development sourcing, productions and the information systems that coordinate all these activities.
- Preparing training materials and conducting sessions and provide reports to management on progress of training activities.
- Comply with Laws, Regulations and ISO requirements.

## Contact

+ 971-566478446  
[mohammedkunju21@gmail.com](mailto:mohammedkunju21@gmail.com)

## IT SKILLS

- M.S Office
- HTML
- SQL
- ERP Application

## PERFORMANCE SKILLS & TRAITS

- Freight forwarding
- EXIM Documentation
- Transportation Management
- Training
- Inventory Management
- Warehouse Management
- Customer Service

## OTHER RELATED SKILLS

- Project Coordination
- Project Execution
- Time Management
- Event Organizing
- System Analysis
- Documentation

## **PRODUCTS HANDLED**

- Industrial Goods
- Electrical Goods
- Hardware Goods
- FMCG

## **ACADEMIC PROJECTS**

|              |   |                                                                                     |
|--------------|---|-------------------------------------------------------------------------------------|
| Title        | : | Logistics Operation and Services                                                    |
| Company Name | : | GATI KWE Private Limited                                                            |
| Duration     | : | 2 months                                                                            |
| Key Learning | : | Freight Forwarding, Warehouse Management, Shipment Tracking, Logistics Coordination |

## **EXTRA-CURRICULAR ACHIEVEMENTS**

- Volunteer work and fundraising
- National Service Scheme candidate (NSS)

## **PERSONAL PROFILE**

|                 |   |                              |
|-----------------|---|------------------------------|
| Name            | : | Mohamed Neyyathoor           |
| Date of Birth   | : | 18 <sup>th</sup> August 1993 |
| Nationality     | : | India                        |
| Current City    | : | Abu Dhabi - UAE              |
| Languages known | : | English, Hindi, Malayalam    |
| Marital Status  | : | Single                       |
| Passport Number | : | N1961961                     |
| Visa status     | : | Employment                   |
| License UAE     | : | 2768099                      |

## **DECLARATION**

I hereby declare that the above furnished details are true and correct to the best of my knowledge.

**MOHAMED NEYYATHOOR**