

Ahmed Haris

Logistics Specialist

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PROFESSIONAL SUMMARY

Dedicated and results-oriented Logistics Specialist with 5+ years of extensive experience in managing import and export shipments, exceptional proficiency in transportation coordination and supply chain management. Demonstrated expertise in fostering strong relationships with internal and external vendors such as sales, finance, 3PL service providers, and suppliers. Known for excellent communication skills, analytical thinking, and the ability to thrive under pressure, I aim to contribute effectively to enhancing operational efficiency and customer satisfaction. I am passionate about optimizing logistics operations and supply chain management. Committed to continuous learning and professional growth within this dynamic field. Additionally, I hold a UAE driving license, which enhances my capability to manage logistics and transportation tasks effectively within the region.

KEY SKILLS

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|------------------------------------|------------------------------------|-------------------------------|
| • Import and export | • Warehouse management | • Inventory management |
| • Supply chain management | • Vendor performance evaluation | • Customer service skills |
| • Vendor negotiation | • Risk management | • Time management |
| • Data analysis | • Real-time inventory tracking | • Problem-solving skills |
| • Process improvement | • Transportation cost optimization | • Attention to detail |
| • International shipping | • SAP | • Communication skills |
| • Incoterms | • Record keeping | • Smart decision making |
| • Customs and freezone regulations | • Shipment tracking | • Adaptability & flexibility. |
| • Advanced Excel | | • Time Management |
| | | • Team work |

PROFESSIONAL EXPERIENCE

LOGISTICS SPECIALIST at TRANSSION HOLDINGS (INFINIX, TECNO, ITEL & ORAIMO) (June 2024 – Present) Dubai-UAE

- Supervised freight forwarder relationships to secure timely and cost-effective logistics solutions, managing booking shipments efficiently.
- Monitored key performance indicators (KPIs) for daily operations of 3PL providers and freight forwarders, driving operational efficiency.
- Proactively inquired and analyzed customer and sales requests to identify logistical needs, providing tailored solutions that align with business objectives.
- Collaborated with headquarters sales and logistics teams to streamline payment processes, enhancing supply chain efficiency and overall customer satisfaction.
- Conduct regular performance reviews with warehouse management and logistics partners to discuss KPIs, issues experienced, and opportunities for improvement.
- Coordinated and led mid-year and year-end stock audits to ensure accuracy in inventory records. Collaborated with cross-functional teams to identify discrepancies and implement corrective actions.
- Experienced in monthly invoices handling from 3PL and department expenses.

LOGISTICS ASSISTANCE at TRANSSION HOLDINGS (INFINIX, TECNO, ITEL & ORAIMO)

(April 2022 – May 2024) Dubai-UAE

- Handled day-to-day logistics operations, fostering seamless coordination with staff and management.
- Validated all import and export documents, including transfer documents and Bills of Lading/Air Waybills, preparing requisite export and Certificate of Origin documents.
- Controlled inventory for over 1,000 SKUs, with a strong focus on damage management and precise stock control.
- Oversaw inbound logistics from China, managing documentation, tracking shipments, and coordinating customs clearance for 35+ containers and 45+ air cargos monthly.
- Managed local deliveries within and between free zones, ensuring timely distribution and compliance with regulations.
- Directed export operations in coordination with freight forwarders and transporters.
- Maintained comprehensive records of import/export transactions for effective departmental communication.
- Prioritized operations based on specific requirements from various stakeholders, including sales and customer requests.
- Prepared and submitted weekly and monthly reports to upper management, detailing operational metrics and performance.

SALES AND SUPPLY CHAIN CORRDIATION – MARK & RIKKS (Pvt) LTD

(January 2020 - February 2022) COLOMBO-SRI LANKA

- Collaborated with suppliers to ensure timely procurement of raw materials. Managed delivery arrangements to ensure the smooth flow of materials to production.
- Worked closely with the factory teams to ensure final products met customer specifications and quality standards. Oversaw production schedules to align with order timelines.
- Handled customer orders efficiently, responding to inquiries and fulfilling requests.
- Coordinated with sales personnel to gather and process orders effectively.
- Organized logistics for transportation and delivery of finished products to customers.
- Ensured timely and cost-effective delivery solutions to enhance customer satisfaction.

ACADEMIC QUALIFICATION

- **Post Graduate Diploma** in Logistics & Supply Chain Management OTHM / ICBT Campus (2023)
Logistics Management
Procurement and Supply Management
Supply Chain and Operations Strategy
Supply Chain Planning, Modelling and Analytics
Sustainable Operations Management
- **NDT - Civil Engineering** - Institute of Technology, University of Moratuwa (2019-2021)
- **Physical Science** - Zahira College - Mawanella (2015-2017)
Mathematics
Chemistry
Physics
- **Diploma** - IT and English -BCAS (2015)

PERSONAL DETAILS

- Date of Birth: 13th February 1998
- Gender: Male
- Driving License: **UAE Driving License** & Sri Lanka Driving License
- Visa Status: Employment Visa
- Languages: English | Tamil | Malayalam | Hindi | Sinhala