



Dani R. Jamal

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Highly motivated, ambitious and aspiring Logistics Officer with over Twenty years of increasing responsibilities in logistics department, spanning a diverse range of obligations with several companies (local and multinational).

Experience in supporting and implementing logistical strategies, initiating change, specifying systems and directing operations in the shipping sector with complex organization. Establish positive network and interaction with authorities and government departments. Always ready to learn for better and wider performance.

Has a strong personal presence, outstanding drive and energy, combined with excellent communication, presentation, problem solving and inter-personal skills. Copes with rapid change and strives for continuous improvement. Versatile approach towards people of varying culture and backgrounds.

Career Objective

Secure a progressive and challenging career path in Logistics in a dynamic company with a view to assisting the organization in achieving and maximizing its business strategies and goals whilst simultaneously developing and furthering my experience and qualification base.

SKILLS

- Planning, monitoring, reporting and tracking.
- Conversational and written fluency in English and Arabic.
- Microsoft Word, Excel, Access, Power Point, C++ & Visual Basic knowledge.
- A team player attitude.
- Strong administrative skills.

- Proven customer service and very good communications skills.
- Twenty consecutive experience years in the Logistics, Distribution and Operations.
- Prioritizing skills, multitasking and ability to work under pressure.

PROFESSIONAL EXPERIENCE

Phoenicia Aer-Rianta Company s.a.l (PAC) Beirut – Lebanon November 99 to Present

Beirut International Airport – Beirut Duty Free Shops Management responsible for the retail, finance and management of the duty free shops (staff 320, department 7).

Logistics & Distribution Officer

- Monitoring the quality, quantity, cost and efficiency of the movement and storage of goods;
- Coordinating and controlling the order cycle and associated information systems;
- Analyzing data to monitor performance and plan improvements and demand;
- Allocating and managing staff resources according to changing needs;
- Developing business by gaining new contracts, analyzing logistical problems and producing new solutions.
- Manage the different aspects of the supply chain (including sourcing, purchasing, transport, warehousing and distribution)
- Work closely with suppliers and customers to improve operations and reduce cost
- Integrate the business processes and IT systems of many suppliers and customers
- Increasingly, take responsibility for 'reverse logistics', such as the return of reusable pallets, collection of packaging for recycling, and the return of rejected or damaged goods.
- Training and monitoring the performance and progress of Logistics & Warehouse staff;
- Motivating, organizing and encouraging teamwork within the workforce to ensure set productivity targets are met;
- Fulfilling objectives and directions from the operation's headquarters;
- Planning future capacity requirements, keeping stock control systems up to date
- Calculate total supply chain costs in relation to proposed new products
- Develop business plans and keep abreast of new developments likely to affect the Future purchase and movement of goods and services
- Coordinating with shipping companies regarding airfreight & sea freight bookings.
- Maintain import/Export & stock records. Getting timely necessary incoming shipping documents from internal & external suppliers according to Project Schedule
- Contact forwarding Companies, get quotations and select more appropriate forwarder to accomplish logistics tasks as per Contractual obligations at optimum cost.
- Prepare shipping documents (Invoice, Certificate of Origin, Packing list etc) and other documents required contractually or as per LC terms, for payment by Customer before due date.

- Negotiating rates (clearing, freight & insurance) with shipping companies & agents.
- Negotiating Insurance contracts and deals with Insurance Companies.
- Preparing and handling all insurance claims and issues.

TMA of Lebanon Trans Mediterranean Airways (TMA) Beirut – Lebanon

September 99 to November 99

Beirut International Airport – Beirut Airport Cargo Terminal (Staff 200, department 4)

Flight Operations Trainee

- Weight and Balance procedures
- Filing of post test data analysis for aircraft engines
- Maintaining and filing aircraft historical records
- Check and gather departure movement messages
- Develop flight plans together with flight crew
- Document flight plans with relevant authorities
- Monitor flight schedules and communicate changes in flight schedules with flight crew
- Update Jeppesen charts “SIDs – STARs – Sectional & Terminal”

Moustafa Tiriaky Shipping Company (M.T.S.C) Saida – Lebanon January 94 to August 99

Shipping agents and brokers involved in customs clearance of oil tankers, general cargo ships and ship handling. Importing and exporting cargo from Lebanon to several ports as well as crew change. (Staff 20, department 4).

Operations Assistant Officer

- Preparing entry and sailing notifications for all ships calling to Saida port, Zahrani and Jieh oil Terminals.
- Preparing and issuing all shipping documentation (on entry & sailing).
- Liaising with relevant departments and parties for cargo acceptance.
- Initiating cargo sampling at several Lebanese ports.
- Preparing necessary documents with ministry of finance regarding relevant payments and charges of all tankers and vessels.
- Compile and prepare all statistical information for every tanker and vessel including making suggestions for improvement.
- Preparing time sheets, schedules and statistical info for all shipments to be then mailed to relevant companies (local and multinational).

Bizri Engineering and Contracting Company Saida – Lebanon March 92 to November 93

Engineering and Contracting Company responsible for several projects in South and North of Lebanon.

Assistant officer

- Handling all communications with agents, workers, banks and suppliers.
- Coordinating with suppliers for delivery schedules and amendments.

- Preparing daily and monthly statements for workers regarding insurance and payments.
- Handling all office activities.
- Assist in chart drawing.
- Handle payment issues between banks and suppliers.
- On site assistance for engineers.
- On site coordinator for material delivery and workers.

EDUCATION

1992- Fakhre El-Deen Technical Institute- Diploma in Accounting.
1993- Fakhre El-Deen Technical Institute- Lebanese BAC II.
2008- Columbus University Bachelors Degree Aviation Management.

ACTIVITIES

Scuba Diving NISD – Lebanon (Open Water, Advanced & Deep, NITROX), Swimming, Drawing and Painting.

Scuba Diving License ref#
IANTD#: 1015072

REFERENCES

All references will be available upon request.