

JONATHAN PAUL

| Bahrain | 00973 33116877 | 00966 53405 9806 jonathanpaul0212@gmail.com |

Bachelor of commerce with major in administration specializing in Logistics -Air/Sea Road along with customer/agent relationship management, key expertise in handling corporate clientele and business development. Possess excellent written and verbal communication skills. Interact and work well with people at all levels. Strong initiative. Accustomed to working under pressure without supervision. Result and target oriented.

WORK EXPERIENCE:

Jazan Integrated Gasification and Power Company, Jazan (JIGPC) Jan 2023 till Date

JIGPC (Jazan Integrated Gasification and Power Company) is a new and dynamic Joint Venture (JV), with well-respected, multinational, parent companies including Saudi Aramco, Air Products, Air Products Qudra and ACWA Power. JIGPC embraces a diverse, multicultural workforce of over 700 skilled, experienced employees with over 20 nationalities onboard. The JIGPC site is recognized as the world's largest Integrated Gasification Combined Cycle (IGCC) complex employing gasification technology for the first time in the Kingdom of Saudi Arabia.

Position: Logistics Expert

Responsibilities included:

- Coordinate and maintain the overview of deliveries daily.
- Optimizing material utilization, movements and maximizing throughput.
- Daily communication with customer vessels, agents & suppliers
- Ensuring that all operations are compliant with all applicable laws, regulations & documentary requirements.
- Continuously keep CRM system up to date.
- Support the local trading team with ad hoc tasks.
- Maintenance of Master tracker.

BFG International, Bahrain

June 2021 till Dec 2022

BFG Bahrain remains our global headquarters. The Bahrain operation includes three advanced FRP production facilities capable of fabricating very large format parts, as well as full CNC tooling, 3D CAD design and in-house production engineering and quality control teams. BFG's Bahraini teams produce composite elements for the widest range of applications – from cladding the Middle East's next generation of supertall structures to fabricating parts for Europe's high-speed trains.

Position: Logistics Expert

Responsibilities included:

- Plan with production team finished goods inventory, quality checks and schedule dispatch.
- Review and analyze quotes from different forwarders, negotiating on cost effectiveness as per allotted budget and pass for approval.
- Manage all documents required for customs, forwarders and clearance to destination agents
- Conduct and track complete visibility for shipments from time of dispatch till arrive at destination requesting POD from destination agents.
- Advice and recommend solutions, to both forwarders and client on all information pertaining to the shipments in a timely manner.
- Support with maintenance of logistics policies, procedures, plans and required manpower right from production, quality, packaging, planning and scheduled dispatches.
- Manage and monitor the performance of forwarders/agents and maintain a track record for all shipments to reduces lead time and cost.
- Provide immediate solutions on delayed and problematic situations to streamline the movement of the shipments effectively.

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ABMC Aviation, Bahrain

Dec 2016 – June 2021

*ABMC Is the GSA for **Flydubai and United Airlines** in Bahrain. The airline operates between a total of 95 destinations, serving the Middle East, Africa, Asia and Europe from Dubai for Cargo shipments Inbound and Outbound. ABMC Aviation regional office is based in Kuwait and operates in Kuwait and Bahrain since 2009.*

Position: Senior Operations and Sales Executive

Responsibilities included:

- Maintain and expand business in the assigned area. Negotiate agreements and resolves potential issues or problems with clients.
- Expands existing or current customer base by recognizing and involving top cargo agents within the area. Develop business plans to maximize cargo revenues.
- Prepare, monitor and control budget to ensure compliance with set targets. Implement customer service procedures to ensure customer satisfaction.
- Generate management reports for performance evaluation. Other administrative tasks may include some required budget assistance, payment processing, personnel activities, and staff scheduling.
- Use Skychain Airline Operating Software to reserve and capture AWB details to confirm bookings as per the availability of the destined sectors. Flight plan, load plan, manifestation and depart of concerned shipments on daily basis. Including Verifying of Rates as per Tariff or Adhoc provided to top cargo agents.

GULF AGENCY COMPANY, Bahrain

Sept 2011– June 2016

GAC Bahrain is one of the largest shipping and forwarding agencies in the Kingdom of Bahrain, offering multi-modal options at our Logistics center in Muharraq. GAC has unrivalled experience, contacts and expertise in the country. www.gac.com.

Position: Senior International logistics Coordinator

Responsibilities included:

- Coordinates the interface between logistics functions such as procurement, transportation, and warehousing to ensure efficient, timely, and cost-effective support to the customer. Coordinates with customers to ensure desired logistics objectives, priorities, and schedules are met and communicated to management.
- Coordinates activities involving the customer, other organizations, and company functions. Track shipments from issuance of Purchase Order to delivery to final destination.
- Contact suppliers, service providers, and end users to resolve order and shipment.
- Track and monitor priority requests verify packing lists and other documentation involving materials received from suppliers for delivery to customers at various sites.

WRITER RELOCATIONS, Bahrain

Nov 2008 – Sept 2011

Writer Relocations provides innovative and flexible solutions through its various branches and top quality international network of 750 relocation companies worldwide. Since 1953, the Writer name has been synonymous with integrity, service excellence and uncompromising customer service. www.writercorporation.com

Position: Senior Operations Executive

Responsibilities included:

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- Communicate with shippers and freight companies to get conditions for the transport of cargo, customs clearance, terminal handling, and documentation. Handle customer complaints and recommend solutions with necessary corrective actions.
- Conduct survey and analyze the volume of the shipment and size of the container required for transportation. Prepare booking procedures and documentations required for container collection.
- Gather rates from international destination agents as well as local transportation charges and generate quotation for clients. Coordinate sufficient manpower required to complete packing within the required time frame.
- Advise the clients the need for insurance and forward the required documentation to the client. Processing of all invoices and Insurance expense claims in case of damages.

PROJECTS ACCESS SCAFFOLDING & FORMWORK CO, Bahrain. Jan 2004 – Nov 2008

Projects Access Scaffolding & Formwork is among the prime manufacturers of Scaffolding Materials in the Middle East. They are currently involved in supplying equipment and technical knowhow for a variety of New and Refurbishing Projects. www.projectsbahrain.com

Position: Administration and Purchase Officer

Responsibilities included:

- Check availability of material /components at local suppliers/trade houses. Acquire prices & quotes to analyze and compare cost.
- Negotiate and finalize price, date of delivery and all other terms including transportation, credit period, mode of payment, insurance etc., Draft and issue purchase orders or letters of intent as per agreed terms.
- Ensure that the letters of intent and PO's reach the suppliers and coordinate with them to ensure timely delivery of goods. Monitor competitors' activities, pricing, etc., and quote accordingly in order to maximize market share and also ensure good profit margins.

DYNCORP TECHNICAL SERVICES – A CSC COMPANY AFFILIATED TO THE AMERICAN AIRFORCE, Bahrain. Aug 1999 – Jan 2004

DynCorp International is a multifaceted, global enterprise that provides innovative solutions to the diverse technology and professional services needs of government and commercial industry worldwide. DynCorp International has broadened its reach in program management and security. It provides major support to protect American diplomats and diplomatic facilities as well as key allied leaders in high-threat countries. www.dyncorp.com

Position: Senior Operations Executive

Responsibilities included:

- Supervising and implementing the scheduling and analysis of maintenance performed on vehicles & equipment. Managing the vehicle data collection system and developing local retrievals to obtain specific data. Filing historical data and maintains vehicle records.
- Supervising and performing On-Line Vehicle Integrated Management System (OLVIMS) management functions. Updating Data to **OlVims** Computer system and verifying data accuracy. Coordinating with work Control Supervisors to ensure full adherence to all processes.
- Ensuring the timely repair of assigned vehicles. Monitoring contracts & warranty repairs, status and funding. Analyzing data for deviations from specific performance indicators and help to develop corrective action. Reports the fleet maintenance and status change to the headquarters and sends reports to USCENAF.

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- Drafting the work order for receiving and shipping vehicles to other places or war reserve bases.

Educational Qualifications & Professional Courses

Bachelor of Commerce from St. Joseph's College of Commerce, Bangalore / India 1997

Diploma in Computer Applications from NIIT, Bangalore / India

Internal Audit Course for ISO 9001: 2000, Quality Management System (Standards and Procedures) Bahrain

IMS INTERNAL AUDITOR – COVERING QHSSE (Quality, Health, Safety, Security and Environment).

GAC Compliance and Ethics Course

GAC HSSE Course

GAC IGW Course

Personal Information

Nationality: Indian

Date of Birth: 08th August 1976