**CURRICULUM VITAE**

**Anil Kumar**

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| **Overview: -** |
| • A result oriented professional with nearly14-year experience in Logistics that includes Freight management, Custom Clearance, Transportation, Courier, Cargo and Warehouse coordination. |
| • Proficient in vendor Management. |
| • Proficient in managing & leading team for smooth operations & experience of developing procedures, service standards for business excellence. |
| • Proficient in distribution planning and transportation solutions. |

* **Work Experience:**
1. **MINISO Life Style Pvt. Ltd. W.e.f 11/09/2017 till 18/3/2019.**

Miniso a Japan based designer brand in retail business of FMCG, Cosmetics, House hold articles, RMG, Textile, Electronics through owned stores PAN India.

**Designation: -** Logistics Supervisor, Based at Sec. 48, Sohna Road, Gurgaon.

**Key Deliverables: -**

• Managing huge volume 500-600 TEUS per annum of Import containers.

• Freight negotiation with Forwarders/Shipping Lines/IATA.

• Vendor development, evaluation & ensure payments release on time.

• Forecasting & demand planning.

• Manage Custom Liasoning, duty Calculation & HS Code classification.

• Foreign Trade compliances.

• Vet the documents received from supplier and audit of declaration, checklist, BOE, filed by CHA.

• Transportation management.

• Dealing with Govt/semi Govt agencies like SVB, LMR/W&M, ISO, CDSCO, A&Q, Custom & WPC.

• Motivating, organising and encouraging teamwork with in the workforce to ensure productivity targets are met.

• Custom clearance and handling logistics operation of Import & Export.

• Keeping all updates of Import & Export Shipments.

• Planning coordination and monitoring the receipt, order assembly and dispatch of goods.

• Keeping stock control systems up to date and making sure inventories are accurate.

• Preparation of SLA & SOP’s.

1. **Cygnus Logistics Pvt. Ltd.** W.e.f 1/5/2014 to September 2017.

Company is providing services for all aspects of Freight Forwarding & Custom Clearance

including imports, exports, transport, warehousing and distribution.

**Designation: - Asst. Manager Operations.** Based at Sec. 19 Dwarka, New Delhi.

**Key Deliverables: -**

• Liaison with Freight Forwarders/Shipping Lines/IATA, CHA & Transporters.

• Directing import & export operations by sea & air.

• Coordinating with warehouse & transporters.

• Handling documentation for dispatch / receipt of goods.

• Effective monitoring and tracking of consignments.

• Ensuring timely booking & delivery of consignments to customers.

• Coordination with other departments.

• Keep tracking of shipments & timely updates to customers.

• Provide end to end logistic solutions.

• Follow up with shipping lines/IATA for B/L, AWB & Dos.

1. **CEVA Freight (India) Private Ltd.** Designated as **Shift In charge** from

1/02/2012 to 30/04/2014

**Key Deliverables: -**

• To manage Milk run project along with Import / Export of auto component of Maruti Suzuki, Gurgaon.

• Managing pickup of auto components from various locations from PAN

India for delivery at the Maruti assembly plant.

• Planning and monitoring a 24-hour continuous process of loading and unloading.

• Managing a fleet of 50 to 60 trucks per day.

• Organising the training of staff as well as motivation.

1. **First Flight Couriers Ltd.** Designated as **Area Operation Officer** From

17/1/2005 to 31/1/2012

**Key Deliverables: -**

• Handling inward and outward Domestic & International shipments.

• Billing of vendors.

• Maintaining all vehicle utilization reports.

• Handling surface cargo statutory matters.

• Maintaining state wise documentation as per sales tax.

• Selecting franchisees, setting up their operations.

• Planning routes and load scheduling.

1. **Attar Logistics Pvt. Ltd.** Designated as Warehouse Executive from

03/12/2005 to 31/12/2006.

Managing 35,000 sq. ft. warehouse for finished products.

**Key Deliverables: -**

• Receiving material form Mother Warehouse and dispatching it to distributors in

Punjab.

• Planning and scheduling of vehicles to minimize costs and ensure timely delivery.

• Clearance of transporter / agencies bills and payments.

• Managing route permits used in movement of material.

• Responsible for physical verification and reconciliation of material on monthly

basis.

**PERSONAL DETAILS: -**

**Address: -**6-7 L-Extn, Part 2, Mohan Garden, Uttam Nagar, New Delhi-110059.

**Date of Birth: -** 19th Jan 1977

Last CTC: - 9 Lac

Expected: - Negotiable.

**EDUCATIONAL CREDENTIALS: -**

· Arts Graduate from HP University, Shimla (HP).

· Diploma in Logistics & Supply Chain Management.

· Diploma in Export Management from India Institute of International Business, Chennai.

· Conversant with MS Excel, Word, Internet & Outlook.

Place: - New Delhi Anil Kumar

Date: - 26/8/2019 (Signature)