**S.R.Palanivel**

**E\_Mail : jaikiran30@gmail.com** **Mobile:** 9677763599 / 9566057984

# Objective:

* I have an objective to be a dedicative Professional where I have relevance to my curiosity.

Looking ahead to pursue a challenging career, utilizing my skills for the growth of organization, which in turn will provide an environment where ethics an talents reign supreme, leading to my professional and personal.

**PROFESSIONAL SUMMARY:**

Professionally experienced over 13 years and with a strong ability to manage End-to-end supply chain solutions and a familiar with strong logistics process and Have knowledge with professionally managed MNC’s.

**Work Summary**

Present:

1. **Huawei Telecommunications India Co Pvt Ltd.**

Working as **Logistics Executive**, Chennai Plants (SEZ ,DTA & FTWZ) Nov 2013– Till date

Roles & Responsibilities:

* Handling Inbound & outbound consignments for DTA/SEZ/FTWZ.
* Preparing Customs declarations, coordinating for customs clearance activity with the LSP’s/CHA’s.
* Preparing the Basic Customs Duty (BCD) Exemption (Annexure-III) application & applying with Central Excise Office. Submitting the goods receipt (Annexure-V) & monthly + quarterly stock reports to Central Excise (Government Office).
* Verifying/confirming the shipping documents for Import Clearances & Documents preparation for Customs & Central Excise Clearance Like Catalog, Write-Up etc..
* Verifying Customs Classification (CTH/HS Code) & confirming Checklist for Bill Of Entry Filing, as per the Customs duty Structure.
* Collecting information from LSP’s & sending Daily reports to internal team (Production & planning department).
* Confirming the vendor Invoices along with the quotations and processing the Payments with Internal Finance team.
* Organizing the weekly meeting along with the CFT members on the delivery and upcoming forecast clearance.
* Direct visit to Customs and CFS to Solve the queries with Customs officers
* Processing Supplier & CHA Payment process with in the Payment terms period
* Managing Team members to achieve Lead time & deliver the materials on time for Production.
* Coordinate with HQ Team to Cargo Pick up on time as per the Request from buyers
* Aligning Shipping documents before dispatching from Origin as per the Customs Norms.
* Releasing the Service PO to CHA/LSP based on the Contract.
* Achieve the Lead Time Target within Free days from Port/CFS/AAI, without any Demurrage/Detention cost.

1. **Mohan Mutha Export Pvt Ltd.,Worked as Exports Executive** May 2012 to Nov 2013

**Job Profile:-**

* Preparing Pre-Shipment Documentation like Invoice, Packing list, Export permission Application
* Collecting the Pre-Documents from Freight Forwards
* Coordinating with Clearing Agent for Clearing the Shipment
* Preparing Post -Shipment Documentation like Bank Negotiation Documentation, BRC’S
* Payment followup with Banks & Buyer
* Rate Negotiation with Bank

1. **Vishnu Kumar Traders PvtLtd.,Worked as Exports Executive**–May 2005 to May 2012

**Job Profile:-**

* Preparing Pre-Shipment Documentation like Invoice, Packing list, Export permission Application
* Collecting the Pre-Documents from Freight Forwards
* Coordinating with Clearing Agent for Clearing the Shipment
* Preparing Post -Shipment Documentation like Bank Negotiation Documentation, BRC’S
* Payment followup with Bank,s& Buyer
* Rate Negotiation with Bank

1. **Sunbeam Enterprises.,Worked as Exports Executive** – October 1998 to May 2005

**Job Profile:-**

* Preparing Pre-Shipment Documentation like Invoice, Packing list, Export permission Application
* Collecting the Pre-Documents from Freight Forwards
* Coordinating with Clearing Agent for Clearing the Shipment
* Preparing Post -Shipment Documentation like Bank Negotiation Documentation, BRC’S
* Payment followup with Bank,s& Buyer
* Rate Negotiation with Bank
* Preparing DEPB Licence and Advance Licence,

Educational Qualifications:

* **Bachelor of Commerce from Sindhi College**,Numbal,Chennai.

**Skills Summary:**

|  |  |
| --- | --- |
| **Technology Expertise** | Tools Expertise |
| Operating System | Win 98, Win 2000, Win XP and Win 2007 |
| Language/ Scripting | C,C++, Java, VB Script and Java script |
| Packages | MS Office |

**PERSONAL PROFILE:**

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| --- | --- | --- |
| **Name** | **:** | S.R.Palanivel |
| **Certificate Name** | **:** | R.Palanivel |
| **Parent Name** | **:** | N.S.RAMADOSS  R.SUSEELA |
| **D.O.B** | **:** | 30.07.1977 |
| **Gender** | **:** | Male |
| **Marital Status** | **:** | Married |
| **Nationality** | **:** | Indian |
| **Languages Known** | **:** | Tamil, English |
| **Permanent Address** | **:** | 19/32 Nyniappa Maistery Street,  Park Town, Chennai – 600 003 |
| **Communication Address** | **:** | 6/2 Shanthi Nagar 6th Cross Street,  Kolathur, Chennai – 600 099 |

**Declaration:**

I hereby declare that all the details furnished above are true to the best of my knowledge & belief.

**Place:** Chennai. Yours truly,

**Date:18.06.2018**

**(S.R.Palanivel)**