

J.YOGANAND

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🌐 <https://www.linkedin.com/in/yoganand-j-326a77120>**Current Address:**No.26, 1st Floor, 1st Street,
A' Block, Ezhil Nagar,
Kodungaiyur,
Chennai-600 118.**CAREER OBJECTIVE**

Seeking a challenging position with my proven track record in Logistics, Transportation and Maintenance of heavy/light vehicles and equipment with over than 10 years experience. Use my previous experience and skills to provide my employer with worlds best practice levels.

BASIC ACADEMIC CREDENTIALS

COURSE	INSTITUTION	UNIVERSITY/ BOARD	YEAR OF PASSING	PERCENTAGE/ CGPA
B.Sc (Maths)	Tiruthangal Nadar College of Arts & Science.	University of Madras	2013	62%

WORKING EXPERIENCE➤ **Chemplast sanmar Ltd**

Senior Exim Officer (Exim)

Period: June 2019 to Present

Nature of Work:

- Co-ordinate with the customer to preparing proforma invoice.
- Prepare the order form based on customer specification and instruct to factory.
- Follow up the production status in factory and maintain the stocks in warehouse.
- Arrange the shipping documents for customs clearance.
- Contact the agents for freight charges negotiation and get the container release order.
- Co-ordinate with CHA for customs SB/BE filing and BL process.
- Co-ordinate with transporters for container movements.
- Arrange the final documents as per customer's requirement.
- Following bank peoples for inward and outward payments for Export & imports.
- EDPMS & IDPMS of Bill of export/ Bill of entry closures
- Maintaining of monthly and annual report for export and import in excel

➤ **Pearl Logistics**

Senior Executive (Exports & Imports)

Period: July 2018 to June 2019.

Nature of Work:

- Export Invoice/Packing list preparing as per the customer instructions
- Sales contract/Purchase Invoice preparing
- Export shipping bill filing (Sea/Air) & import bill of entry filing (Sea/Air)
- Form-13 applying and saving in online
- Manual EGM filing in customs
- Handling multiple container freight station location and also managing entire export activity

➤ **Lee & Muirhead Pvt Ltd**

Executive (Documentation and Operations)

Period: From Nov 2016 to July 2018.

Nature of Work:

- Export invoice/packing list preparing as per the customer instructions
- Sales contract/purchase invoice preparing
- Export shipping bill Filing (Sea/Air) & import bill of entry Filing (Sea/Air)
- Form-13 applying and saving in online
- Manual EGM filing in customs
- EXPORT-GSP, Form AI, APTA, SAFTA, IKCEPA Online filing and its process
- Online Bill of lading process in main agents (WANHAI, HYUNDAI, NYK, MOL)
- DOCKS operations
- Maintaining of monthly and annual report for export and import in excel

➤ **Varathaman Custom Clearing and Forwarding Agents**

Operational Executive (Exports & Imports)

Period: Jan 2015 to Oct 2016.

Nature of Work:

- Co-ordinate with the customer to preparing proforma invoice.
- Follow the production in manufacturing units and maintain the stocks in warehouse.
- Arrange the shipping documents for customs clearance.
- Contact the agents for freight charges negotiation and get the container release order.
- Shipping Bills/Bill of entry filing in the concern ERP's
- Manual EGM filing in customs
- Arrange the final documents to customers
- DOCKS operations
- Maintaining of monthly and annual report for export and import in excel

➤ **Geetha Clearing and Forwarding Agency**

Associate (Operations)

Period: From June 2012 to Dec 2014.

Nature of Work:

- Export invoice/packing list preparing as per the customer instructions
- Sales contract/purchase invoice preparing
- Export shipping bill filing (Sea/Air)
- Form-13 applying and saving in online
- Manual EGM filing in customs
- EXPORT-GSP, Form AI, APTA, SAFTA, IKCEPA online filing and its process
- To apply health certificate from export inspection agency
- Online bill of lading process in main agents (WANHAI, HYUNDAI, NYK, MOL)
- DOCKS operations

TECHNICAL EXPERTISE

- MS Office, SAP ERP 9.
- Export Documentation, Price negotiation, Custom clearance, Logistics & Shipping.
- Customs SB/BE Filing Software (Res EDI System, Royaltech, focus)

EXTRACURRICULAR ACTIVITIES

- Actively participated in the *SEVEN DAY SPECIAL CAMPING PROGRAMME ON THE THEME HEALTHY YOUTH FOR HEALTHY INDIA*(NATIONAL SERVICE SCHEME CAMP)
- Price winner at Inter- School and Inter- College *CHESS COMPETITION*

INTEREST & HOBBIES

- Having interest in reading books especially self motivated books like ROBIN SHARMA'S, "WHO WILL CRY WHEN YOU DIE", CHETAN BHAGAT'S,"REVOLUTION etc.,
- Having interest in playing a CHECKERED GAMEBOARD
- Watching videos of our INDIAN EPIC STORY MAHABHARATA and A BAT-AND-BALL GAME named CRICKET

PERSONAL SKILLS

- Ability to rapidly build relationship and set up trust.
- Boldness, Self- confidence, Active Team worker.
- Ability to cope up with different situations.

PERSONAL DETAILS

Name : J. Yoganand
Age : 32
Date of birth : 30.08.1990
Father Name : John Raj. A.R
Current Address : No. 26, 1st Floor, 1st Street,
A Block, Ezhil Nagar,
Kodungaiyur, Chennai-600 118.
Contact : +91 9941081438 / 8015165105
Mother Tongue : Tamil
Qualification : B.Sc (Maths)
Language Known : Tamil, English
Marital Status : Married

DECLARATION

I am an energetic person who has developed a mature & responsible approach to any task that I undertake, or situation that I am presented with.

I do hereby declare that the above information are true to the best of my knowledge.

Place: Chennai

Date:

J.YOGANAND
(Signature)