

Fahad Al-Otaibi

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PROFILE

Handling Import & Export and Sourcing.

Airfreight, Aerospace, Defense, Seafreight, Road Freight, Customs Clearance, Warehousing, Survey
Execute Air & Sea & Road Freight Import/Export/Sourcing for all kind of shipments. General cargo and Food, Medical, Military operations in an efficient and effective manner as per SOP instructions to ensure timely and accurate completion of day-to-day jobs and thereby to support the department to ensure smooth clearance, delivery, and declaration of cargo. Management. Strong operations professional. graduated from Shaqra University.
CILT Certified from Chartered Institute of Logistics and Transport.

EDUCATION

JUN 2008 – JUN 2010

Diploma of Financial Management, Shaqra university

- GPA 3.27 of 5

EXPERIENCE

Cargo Operations Specialist, | Bahri Logistics.



DEC 2018 – Present...

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Import & Export Coordinator, | Panalpina.



OCT 2016 – DEC 2018

The purpose of this position is executed Ocean freight & Air freight Import/export operations in an efficient and effective manner as per SOP or supervisor's instructions to ensure timely and accurate completion of day-to-day jobs and thereby to support the department to ensure smooth clearance, delivery, and declaration of cargo in line with respective process and KPI's.

Sea Freight Operations, | Kuehne & Nagel. LTD,



MAY 2011 – SEP 2016

Handling all incoterms Get shipping instructions from the client. Send shipping instructions to origin stations as per the customers Service Level request. Follow up of shipment status with origin stations. Pre-alert of tentative booking to customer. Processing of EDI and Creating of File in system. Checking of Credit Balance. Shipping advice to customer immediately after processing the EDI. Oversaw return and exchange processes from customer to supplier. Receipt and delivery the envelopes from carriers and data entry into the system and issue the invoice.

SKILLS & LANGUAGE

- English Language. (Excellent)
- Able to express your ideas.
- Clearly and confidently in speech
- Work confidently within a group
- Understand the commercial realities affecting the organization.
- Identify opportunities & Proactive in putting forward ideas & solutions

CERTIFICATES

- EF International Language Campuses | Eight Weeks, English Language, (2010) - Brisbane, Australia
- ELS Language Centers | 3 Months, English Program · (2013 - 2014) - Riyadh
- Alliance Francaise| Six Weeks, A1-1, French Language· (2017) - Riyadh
- Business intelligence training center | 3 Days, Procurement Management and Supply Chain · (2019 - 2019) – Riyadh
- International Certificate in Logistics & Transport (ICLT) | OCT 2019 
- Strategy & Operations| International Business Management Institute – Online (2020)
- Managing Logistics | LinkedIn - Online (2020)
- How to Become a Thought Leader & Advance Your Career | LinkedIn - Online (2021)

 | <https://www.linkedin.com/in/fahad-al-otaibi-iclt%C2%AE-824712a9/>