

Fares arnaout

Jordan – amman – khalda | 00962798110508 | faresarnaout75@gmail.com | single

Objective

Dynamic and strategic logistics professional with over five years of experience in fast-paced logistics and supply chain environments, including key roles at Dirani Logistics. Proven expertise in route optimization, inventory control, and cost reduction strategies. Successfully reduced transportation expenses by 20% through strategic planning and operational enhancements. Eager to leverage this experience at Logistics Solutions to enhance service delivery, optimize the supply chain, and drive measurable efficiencies.

Experience

- **Logistics Coordinator**

Dirani Logistics, Jordan March 2023- Present

- Identified and onboarded new clients, contributing to revenue growth and market expansion.
- Created and processed shipping documents (bills of lading, invoices, and waybills) in compliance with company procedures.
- Maintained ongoing communication with shipping companies and corporate clients to ensure smooth logistics operations.
- Monitored and tracked shipments to ensure timely delivery and resolve delays or issues as needed.
- Provided after-sales support and built strong relationships with clients to ensure satisfaction and repeat business.
- Collaborated with internal teams to coordinate pick-ups, deliveries, and resolve logistical bottlenecks.

- **Logistics Operations Coordinator**

VEE Delivery, Jordan September 2020- February 2023

- Coordinated daily shipping schedules and arranged optimal delivery routes for drivers and couriers.
- Prepared and handed over shipments to delivery personnel, ensuring accuracy and readiness.
- Tracked and monitored all outgoing orders, ensuring timely dispatch and delivery.
- Maintained communication with delivery representatives to resolve any route or customer-related issues.
- Verified the accuracy of shipment contents against orders before dispatch.
- Collaborated with the warehouse and inventory teams to ensure smooth supply chain flow.

Skills & Abilities

- Strategic planning
- Vendor negotiations
- Cost reduction techniques
- Inventory management
- Route planning

- Proficient in Microsoft Office and logistics software (incl. SAP Logistics)
- Excellent communication skills
- Strong problem-solving skills
- supply chain

Courses And Certifications:

- Lean Six Sigma Green Belt – IASSC Certified
Trained in DMAIC methodology, process mapping, root cause analysis, and quality improvement tools for operational efficiency and cost reduction.
- Level2 Certificate In Procurement & Supply Operations
Covered fundamentals of purchasing, inventory, supplier relationships, and supply chain operations
- Project Management Professional (PMP)
- Advanced Excel Certificate

Education:

Bachelor's Degree in Law

The World Islamic Sciences and Education University, Jordan- 2020

High School Diploma — Scientific Section

Al-King Abdullah Secondary School for Boys, Riyadh, Saudi Arabia

Languages

- Arabic--- Native
- English— professional