



MOHAMED THARIQ

LOGISTICS EXECUTIVE

Riyadh, Saudi Arabia | +966 591730976 | mohmdthariqkk@gmail.com | <http://www.linkedin.com/in/mohamedthariqkk>

Summary

Results-driven Logistics and Documentation Executive with over 1 year of experience managing international shipments via air, sea, and land. Skilled in preparing and verifying Bills of Lading, Invoices, Packing Lists, and Customs Declarations. Proficient in INCO Terms (EXW, FOB, CIF, DDP), customs clearance, and duty/tax calculations. Adept at reducing documentation errors and enhancing supply chain efficiency.

Work Experience

Junior Documentation Executive | Classic Clearing & Forwarding Pvt. Ltd (CHA), India

Jul 2023 – Nov 2024

- Handled documentation for air, sea, and land freight ensuring compliance with global trade laws.
- Prepared B/L, Commercial Invoices, Packing Lists, Certificates of Origin & Customs Declarations.
- Ensured accuracy in INCO Terms application and reduced duty/tax errors.
- Worked cross-functionally with warehouse and logistics teams to avoid shipment delays.

Education

Master of Commerce (M.Com)

IGNOU University

Pursuing

PG Diploma in Logistics & Supply Chain Management

Mithra Institute (NSDC/STED)

2022 – 2023

Bachelor of Commerce in Computer Application

Calicut University

2019 - 2022

Professional Skills

- Import/Export Documentation
- INCO Terms (EXW, FOB, CIF, DDP)
- Customs Compliance & Duty Calculation
- Freight Forwarding & Coordination
- MS Office Suite
- Tally Prime

Personal Information

Nationality: Indian

Date of Birth: 19-12-2000

Iqama Status: Transferable

Languages: English, Malayalam, Hindi, Tamil