

Mansour Mohamed Badawi

12 years of experience in Logistics, Freight Forwarding & Transport Operations.

Information:

Location: Khamis Mushait, Saudi Arabia | Mobile Number: +966595133073 |

Email: mansourbadawi@hotmail.com

Nationality: Sudanese

Visa: Transferable Iqama

Valid Driving License KSA

Date of Birth: 10/11/1981

Marital Status: Married.

Work Experience:

Import Officer - Procurement Division 2023-11 / Current

Al-Jazeera Factory For Paints Co.



- Organize and arrange material transportation from vendors' premises, airport, Sea port, warehouse, Cross border or local vendors to the destination,
- Overseeing Import Shipment Nomination, Negotiations, and Coordination with Freight Forwarder (Sea, air & Inland)
- Coordinating international shipments, managing daily operations, arranging logistics, and preparing documentation.
- Ascertain applicable duties and taxes for import and export processes.
- Monitor and follow-up on transportation status to ensure timely and safe delivery of material.
- Prepare and maintain shipping documents (e.g., invoices, packing lists, delivery receipts).
- Supervise loading and unloading operations.
- Monitor and manage inventory levels to ensure stock availability.
- Ensuring on-time delivery of materials to the factory by coordinating the import local logistics.
- Receive & check complete shipping documents before submitting them to the clearance vendor before shipment arrival to the port, ensuring accuracy.
- Daily follow up with broker on the status of all shipments, including pre-arrival updates via arrival notifications from shipping lines.
- Monitor and follow-up on clearance & transportation status to ensure timely and safe delivery of material.
- Resolve any arising issues or delays in the customs clearance and transportation processes.
- Reduced operational costs with improved vendor negotiations and transportation management strategies.
- Prepare and submit monthly demurrage/detention report with zero target.
- Supervise loading and unloading operations till GR is done.
- Ensuring on-time delivery of materials to the factory by coordinating the import local logistics.
- Organize and arrange material transportation from vendors' premises, airport, Sea port, warehouse, Cross border or local vendors to the destination.

Operation & Pricing Specialist :

J&T Express KSA LLC (Riyadh) 2022-09 / 2023-10

- Support sales team through effective communication and customer service in providing competitive quotes and securing business.
- Develop and maintain a full understanding of all modes of international freight forwarding and domestic transportation.
- Utilize knowledge of J&T for airfreight and ocean freight in selecting appropriate carrier.
- Verify carriers meet J&T Logistics carrier qualification standards.
- Utilize market knowledge to competitively consider all trucking shipping options.
- Develop and utilize negotiating skills to maximize margins.
- Confirm account information and credit history and establish new accounts as necessary.
- Full operations process after shipment confirmed from customer (Import-export & Land Freight).

Operation Coordinator:

Nawara Transport & Freight Company (JEDDAH) 2020-10 / 2022-10

- Every day, track, trace, and update the status of shipments using company systems. They comb through work orders and invoices to decipher the total amount of shipments due, both outbound and inbound.
- Enter data into spreadsheets and electronic databases to process the reports they receive.
- Ensure that carriers deliver cargo in a timely fashion and keep up-to-date shipping records.
- Evaluating overall financial performance and pricing costs. keep an eye on the budget as they approve invoices and check freight vendor pricing. Monitor reports, analyze quotes, and administer billing documents according to company policies and procedures.
- Maintain a mutually beneficial relationship with vendors by being a liaison. Communicate with suppliers daily to make sure that shipments are accurate and delivered on time. also correspond with international companies via email. When needed, negotiate better rates with the carriers.
- Since oversee logistics operations, often coordinate personnel to help achieve the most effective transport of the goods in their care. Senior level plan, schedule, and manage the work of company staff to keep costs down and distribution high. Additionally, collaborate with other managers to implement policy changes for transportation services.
- Route incoming and outgoing communication regarding transportation & Freight needs and freight.

Dispatcher Supervisor:

Nawara Transport & Freight Company (JEDDAH) 2017 to 2020

- Responsible for the movement of materials and containers between suppliers, manufacturers, warehouses, and customers.
- Coordinate with the customer for loading & unloading the goods from their warehouse. Check and follow up with the broker until the shipment on board.
- Prepare accurate billing for finished job transactions.
- Daily transportation tasks include supervising employee performance, allocating driver assignments, ensuring compliance with safety standards, and maintaining all vehicles in top working order.
- Properly coordinates and dispatches drivers to the appropriate locations to meet customer and company requirements.
- Properly track and trace of shipments for the customers to ensure on-time, accurate, and satisfactory deliveries and provide updates, as necessary.
- Monitor the transportation budget to ensure funds are properly utilized and implement organizational objectives as specified by the management
- Correctly maintain and generate the required reports, generate the required processes, audits and files of various documentations.

Air Freight Import Supervisor

DHL Global Forwarding (DGF) SUDAN

From 2010-07 To 2015-12

- Full responsibility of the customs clearance department in regard to Export & Import shipments.
- Full responsibility of the Import Department & internal transportation.
- Prepare accurate billing for finished job transactions (Air Import-export & over land) transactions using Logistics Vision (LV) software.
- Prepare and open files for billing and checking all the necessary documents as needed for file and clients copy.
- Check all the cost in and cost out of files & Accurate Job costing Monitor POD and loading it with the system for quick reference.
- Perform other duties in connection to operations activities.
- Negotiation of the freight rate (air freight, overland rate) with airlines and vendors.

Operation Officer

DHL Express Sudan 2009-01

- Check all the incoming Shipment using SAM DHL software. Distribute the job to all the staff in duty as per the
- flight priority. Check all the equipment in duty.
- Do the inventory in the warehouse.

Projects:

Dakar Rally 2020

Position: Driver Welfare Supervisor

1. Complete responsibility of the welfare and motivation of vehicle drivers.
2. Complete responsibility of vendors to meet NTF expectations.
3. Develop the appropriate policy and procedures to support NTF objectives.
4. Constant communication to drivers of their roles and responsibilities.
5. Ensure that drivers are cooperative and undertake activities to NTF requirements.
6. Always ensure that drivers supportive of NTF requirements.
7. Prepare driver sleeping accommodation.
8. Travel in support vehicle during the event.
9. Drivers under the guidance of Vehicle Fleet Manager will undertake relevant inspections.
10. Train drivers on a daily basis on their expectations.

Skills:

- Leadership qualities and performance well under pressure.
- Proficient in shipping industry transportation requirements.
- Strong communication skills Highly Computer literate (Office Applications such as Word and Excel)
- Time management skills in meeting strict.

Education

Diploma in Computer Science
Gezira University Sudan

2009 - 2012

Certificates

- Training course in Import & Export from Outsource Training Center (Sudan) in 2019.
 - Professional international certificate in supply chain management based on international trade center supply chain learning modular system in 2016.
 - Microsoft certified professional in windows professional (MCP).
 - Microsoft certified systems engineer in windows server (MCSE).
 - Microsoft certified systems administrator in windows server (MCSA).
 - Microsoft certified database administrator (MCDBA).
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