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Professional Summary

Accomplished Logistics Manager with over 10 years of progressive experience in freight forwarding, customs clearance, and end-to-end supply chain management. Successfully managed medical imports valued at over \$4 billion, streamlined customs clearance processes to reduce lead time by 30%, and led cross-border export initiatives exceeding \$250 million across Africa. Known for proactive coordination with international suppliers, regulatory agencies, and finance departments to optimize logistics performance and ensure full compliance. Eager to bring strategic logistics leadership to a growth-focused company in Riyadh.

Professional Experience

Egyptian Authority for Unified Procurement (UPA)



Logistics Manager, Dec 2021 – May 2025

- Managed end-to-end logistics operations for medical imports valued at over \$900 million annually.
- Oversaw international shipments, coordinated with suppliers, and ensured full compliance with Incoterms and government regulations.
- Coordinated Letters of Credit (LCs) with finance teams and secured import approvals from the Egyptian Drug Authority (EDA).
- Supervised the generation and tracking of Advance Cargo Information (ACID) and ensured timely document flow.
- Managed customs clearance, duty and tax calculations, and cost optimization for inbound shipments.
- Led product demand forecasting and maintained optimal inventory levels for critical medical supplies.
- Managed export operations totaling over \$80 million to African countries, ensuring regulatory compliance and timely delivery.
- Reduced customs clearance time by 30% through streamlined processes and cross-functional coordination.
- Led and trained a logistics team, improving operational accuracy and responsiveness.
- Africa Health ExCon – Cairo | Event Operations Coordinator
 - Oversaw operational planning and execution during the Africa Health ExCon exhibition, including:
 - Coordinated logistics across exhibition halls and vendor booths.
 - Liaised with exhibitors and service providers to ensure timely setup.
 - Supervised on-ground support teams and managed visitor flow.
 - Delivered daily operational reports to senior management.

Hellmann Worldwide Logistics



Operations Supervisor, Feb 2021 – Nov 2021

- Handle the shipments regarding coordinating with clients, shipping lines, contractors, and different service providers, managing different personnel and processes till delivery, along with issuing invoices and communicating them to clients.
- Executed the operations of global logistics. Backed up the logistics administrative activities and operations and aided in the study and examination of logistics documents and operations. Studied and examined the information that surrounded logistics operations and conducted development.

Universal for Shipping & Customs Clearance



Key Account Manager | Jan 2018 – Jan 2021

- Expanding relationships with existing customers by continuously proposing solutions that meet their objectives
- Serve as the link of communication between key customers and the internal team
- Be the one single contact between customers and the operational team
- Prepare all required weekly and monthly Reports

Orient Marine Logistics Ltd.



Customer Service Executive – Ocean & Land Freight | Aug 2015 – May 2017

- Follow up with the clients to get the approval for our given quotations
- Follow up on the shipment's status and keep the shipper & consignee informed with any updates
- Make sure all the instructions in the routing order are followed precisely by our agents
- Send the booking details & copy of the shipping documents to the clients once received
- Review all pre-alerts for all collect and prepaid shipments
- Transfer the DAP/DDP pre-alerts to the customs clearance dept.
- Co-operate with the documentation department by providing them with the follow-up sheet showing all shipment details, the collected charges, the client's contact details, and advising them of the client's required shipping documents.
- Contact truckers to inform the client when the cargo will be delivered.

DB Schenker

Customer Service Executive – Ocean Freight, Aug 2014 – Aug 2015



- Received booking order from Sales Department or from Client directly, "regular Clients".
- Issue booking for Shipping lines according to the shipping declaration from the client and send booking details to the Client.
- Received loading date from client and sent it to the Transportation department and the Clearance department to prepare the required documents
- Send to the client confirmation for the loading date and the required documents that we need for customs
- Once received confirmation from the client, send trucker details to him
- After loading, ask the client to send the final shipping declaration to issue MBL or HBL and send him the draft to check and confirm
- Informed the client by ATD
- Issuing Invoices and entering the cost
- Send invoices and BL to the Client

MEGA for Construction and Industries

Quality Coordinator & Safety Auditor, Aug 2012 – Aug 2014

Education

Bachelor's Degree in Archaeology (Restoration Department)
Cairo University | 2012

Professional Training & Certifications

- Logistics Course – DB Schenker (2014)
- ICDL
- AutoCAD
- ISO 9001 Awareness
- OHSAS 18001 Awareness
- ISO 4001 Awareness
- English Course – Berlitz

Skills

- Freight Forwarding & Customs Clearance
- Contract & Compliance Review
- International Supplier Coordination
- Documentation & Reporting
- ERP Systems (SAP, Oracle – basic familiarity)
- Excel – Advanced (Pivot Tables, VLOOKUP, dashboards)
- Experience with ACID, HS Code Classification, Letters of Credit
- Strong Communication (Arabic & English)
- Microsoft Office (Word, PowerPoint), Internet Research

Languages

Arabic: Native
English: Very Good (Written & Spoken)

Interests

Photography | E-Learning | Reading | Walking | Teaching