

## PROFILE SUMMARY

As a professional with almost 9 **years** of experience & holder of “**H card**” in the field of CHA (Custom House Agent) with strong abilities to ensure **smooth & fast clearance of import consignments** and proficient in:

- operating Consignment individually from end-to-end basis (i.e., tracking of shipment, classification of product for levied Custom Duty, Customs port operation till Out of Charge of the consignment)
- preparation of **Import checklist**
- filing of **Bill of Entry (BOE)** for all type of Imports. Strong abilities to ensure **smooth & fast clearance of import consignments**

## WORK EXPERIENCE

### Freelance Working

Dec 2018 – Present

#### Major Client Handled –

- SANJAY TRADERS
- VSR LAMINATES PVT LTD
- PUP EXPORTS PVT LTD

#### Key Activities:-

- Responsible for maintaining DSR (Daily Status Report) for Import shipments
- Responsible for ensuring categorization of goods under correct slabs & rates as per prevailing custom laws
- Coordination with CHA for filing Bill of Entry (BOE) through ICEGATE
- Coordination with Shipping Line for status and compliance .
- Managing timely payment of applicable custom duty
- Ensuring timely clearance of shipment so that client will not be liable for any extra charges .

### FAFALUX GLOBAL PRIVATE LIMITED.

Sep 2018 – Dec 2018

#### Major Client Handled –

- JIE LIAN MOBILE INDIA PVT LTD..
- BRILLIANT ETOILE PVT LTD
- YUEDU TECHNOLOGY PRIVATE LTD

#### Key Activities:-

- Responsible for maintaining DSR (Daily Status Report) for Import shipments
- Preparation of checklist through LIVE IMPEX
- Responsible for ensuring categorization of goods under correct slabs & rates as per prevailing custom laws
- Responsible for filing Bill of Entry (BOE) through ICEGATE
- Managing timely payment of applicable custom duty

- Ensuring timely clearance of shipment so that client will not be liable for any extra charges .

## **AGS LOGISTICS PVT. LTD.**

May 2017 – Sep 2018

### **Major Client Handled –**

- JAY DEE LEATHER PVT LTD.
- A.G ENGINEERS (A.G GROUP OF COMPANIES)
- K.R RUBBERITE
- MUSIC AND MORE DISTRIBUTION
- CHAWLA TRADERS
- CAMEO INC

### **Key Activities:-**

- Responsible for maintaining DSR (Daily Status Report) for Import shipments
- Preparation of checklist through LOGISYS
- Responsible for ensuring categorization of goods under correct slabs & rates as per prevailing custom laws
- Responsible for filing Bill of Entry (BOE) through ICEGATE
- Managing timely payment of applicable custom duty
- Ensuring timely clearance of shipment so that client will not be liable for any extra charges .

## **Paradise Cargo Services**

Jan 2015 – May 2017

### **Major Client Handled –**

- Jindal Stainless Hisar Ltd.
- Rath Steel & Power Ltd. Ghaziabad
- MM Ceramics & Ferro alloys Pvt Ltd. (MTC Group)
- Pearl Alloys Pvt. Ltd, Mayapuri, Delhi
- Dev Priya Products Pvt. Ltd, Meerut

### **Key Activities:-**

- Responsible for maintaining DSR (Daily Status Report) for Import shipments
- Preparation of checklist through VISUAL IMPEX
- Responsible for ensuring categorization of goods under correct slabs & rates as per prevailing custom laws
- Responsible for filing Bill of Entry (BOE) through ICEGATE
- Managing timely payment of applicable custom duty
- Ensuring timely clearance of shipment so that client will not be liable for any extra charges .

## **Khimji Poonja Freight Forwarders Pvt. Ltd.**

Sep 2013 – Dec 2014

### **Major Client Handled**

- Siemens Pvt Ltd
- Ingram Micro India Pvt Ltd

**Key Activities:-**

- Responsible for preparation of ADC certificate (Assistance Drug Controller Certificate)
- Ensuring documentation for obtaining NOC from Assistant Drug Controller
- Assisting in preparation of checklist through VISUAL IMPEX

**PREVIOUS WORK EXPERIENCE****Uniclear Logistics Private Limited**

Jun 2012- Aug 2013

**EDUCATIONAL QUALIFICATION**

- B. Com, Agra University
- SSCE from SD Bhadawar College
- HSC from Holy Angels' Sr. Sec. School

**COMPUTER PROFICIENCY**

- Having good exposure in MS Excel & MS Word
- Proficient in VISUAL IMPEX
- Proficient in LOGYSIS

**STRENGTHS**

- Strong and effective analytical and problem-solving skills
- Logical / Structured thinking & execution
- Ability to reach and defend independent conclusions.

**PERSONAL DETAILS**

Father's Name	Late Sh. Prabhat Jain
Date of Birth	22 <sup>th</sup> August 1993
Languages Known	Hindi, English (read, write and speak)

**HOBBIES**

- Playing Snooker
- Surfing new things on Internet