





Luke Ignatius

CONTACT

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 car auto

SKILLS

- Additional Offshore courses done with valid Safety Passport
- Basic and advance fire fighting
- Basic & Advance first aid
- Basic Offshore Safety
- Confined Space Entry
- HUET
- Sea Survival
- Computer Education:
- MS Office, Microsoft Dynamics, ERP etc.
- Workforce development
- Customer rapport
- Opportunities identification and creation
- Performance development planning
- Commercial improvement planning
- Key accounts and territory management
- Financial leadership
- Conflict resolution
- Business administration
- Financial management
- Operations oversight

LANGUAGES

English

Fluent

Hindi

Native

PROFESSIONAL SUMMARY

To work with firm of good reput where skills can be put to good use for mutual benefits. Applying for a suitable Post Encouraging manager and analytical problem-solver with talents for team building, leading and motivating, as well as excellent customer relations aptitude and relationship-building skills. Proficient in using independent decision-making skills and sound judgment to positively impact company success. Dedicated to applying training, monitoring and morale-building abilities to enhance employee engagement and boost performance.

WORK HISTORY

Logistics coordinator

08/2022 - 08/2023

Luke's Spf Trading - kollam, India

- Planned and managed resources and budget to support and deliver objectives.
- Developed strong teams by skillfully recruiting, orienting and training loyal, hard-working employees.
- Managed staffing schedules for high numbers 30+ employees, delivering operational efficiency whilst remaining under budget.
- Conducted audits and risk assessments to achieve regulatory compliance.
- Fleet Management .
- Supervision in Packing & Moving Sea Foods (Fresh, Chilled & Frozen)
- Payments and payment follow-up.
- Banking

Logistics coordinator

04/2015 - 01/2022

Panther Cont.Cleaning & Hospitality Services - Doha, qatar

- Developed, recommended and implemented strategies to improve employee work quality and speed.
- Managed and motivated high-performing teams for successful KPI attainment.
- Led overall direction, coordination and evaluation of department functions.
- Analysed financial data to track and achieve budget targets.
- Strategically scheduled and managed 92+ staff members, maintaining high-performing business operations.
- Monitored and reviewed operational performance, aiding improved business strategy to maximise productivity.
- Reduced costs and improved operations by analysing processes and customer feedback.
- Liaised with management to align daily operations with overarching priorities.
- Supervised daily operations, acting as point of contact for any queries or obstacles.
- Served as key corporate representative, liaising with various stakeholders in support of operational excellence.
- Received incoming goods and organized pallets to optimize warehouse space.

Malayalam

Native

Tamil

Fluent

Arabic

Beginner

Logistic Officer

05/2014 – 03/2015

Gulf Drilling International, GDI – Doha , Qatar

- Dukkan Support Service Area Qatar
- Key Responsibilities
- Supervision of vessel handling and related quayside operations including direct return of cargo to contractors
- Responsibility for the timely and accurate scheduling of road transport, stevedoring and cranes
- Liaison with vessel masters to ensure safe and efficient loading/unloading of both deck cargo and bulk cargo
- GRN making & Printing
- Liaison with Marine Operation Superintendent regarding Vessels & Marine operations
- Liaison with Logistics Supervisor in regard to vessel planning and unloading/loading
- On site supervision of contractors' personnel, equipment and working practices
- Ensuring accurate completion of shipping documents and load lists
- Responsibility for efficient, safe and effective day to day shipping activities.

Logistics/Storekeeper

01/2013 – 02/2014

UCC Qatar – Doha , Qatar

- Improved workflow efficiency by identifying and tackling shortfalls in existing receiving practices.
- Generated custom store Key Performance Indicators, automating reports with ClearPoint to better monitor performance.
- Ordered stock to guarantee optimised economic value in line with financial restrictions.
- Minimised costs by negotiating with suppliers and introducing process efficiencies.
- Resolved complaints and product refunds with care and professionalism, maintaining customer satisfaction.
- Implemented health and safety best practices to comply with regulations.
- Led monthly stock-take and inventory-count activities, resolving discrepancies.
- Stocked and restocked inventory upon delivery receipt, maintaining accurate supply records.
- Completed opening and closing procedures each day.
- Coached team to deliver top-quality customer service and uphold brand values.

Marine logistics officer

12/2011 – 12/2013

National Marine Dredging Company NMDC – Abhudhabi , United Arab Emirates UAE

- Supervision of vessel handling and related quayside operations including direct return of cargo to contractors
- Responsibility for the timely and accurate scheduling of road transport, stevedoring and cranes
- Liaison with vessel masters to ensure safe and efficient loading/unloading of both deck cargo and bulk cargo
- GRN making & Printing
- Liaison with Marine Operation Superintendent regarding Vessels & Marine operations
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- Ensuring accurate completion of shipping documents and load lists
- Responsibility for efficient, safe and effective day to day shipping activities.

EDUCATION

Higher Secondary: Science, 06/2004 – 03/2006

TKDM – India

- Completed professional development in Science & Math's
- Completed professional development in English with 75/100
- Elected Captain of Cricket team.
- Continuing education in Hindi

Diploma: Fire & Safety ENGG, 07/2006 – 04/2007

Indian Technical Education Council – India

Govt Regd no 2637/07

NDT Level 2: Non destructive testing, 04/2009 – 05/2010

ST. JOHN'S INSTITUTE OF NDT – PT, , , RT – Grade obtained (%) 87

HOBBIES : DRIVING, MUSIC , FISHING , DESERT DRIVE, SWIMMING

Use to go for fishing especially in weekends.

Desert drive with friends in Qatar once in 2 weeks.