

CONTACT

- +974-7138-5858
- Obha, QATAR

PERSONAL SKILLS

- Strong analytical skills; adaptable and quick learner.
- Proactive with excellent communication and presentation.
- Goal-oriented and focused on achieving targets.
- Able to work independently in fast-paced settings.

COMPUTER SKILLS

- Completed Computer Operating and Programming Assistant course.
- Proficient in Windows and MS Office applications.
- Highly skilled in fast English data entry.

OTHER SKILLS

VALID QATAR LICENSE

LANGUAGES

- ENGLISH
- ARABIC
- HINDI
- MALAYALAM

MOHAMMED SAFEER VALIYAKATH

PROFILE

I am actively seeking a career opportunity that leverages my extensive experience while offering the potential for continued professional growth. With strong organizational skills and a proven ability to build meaningful relationships with individuals from diverse backgrounds, I am highly motivated to contribute to a collaborative team environment. I excel at quickly establishing rapport with clients and customers, ensuring their needs are met with the utmost professionalism and efficiency. I am committed to furthering my expertise and making a positive impact in my next role.

WORK EXPERIENCE

HENNA BUSINESS GROUP

2018 - 2024

WAREHOUSE MANAGER

• (LEADING RETAIL GROUP IN TEXTILES AND GARMENTS)

MALAPPURAM, KERALA (INDIA)

2014 - 2017

TNT INTERNATIONAL EXPRESS OPERATION (KING KHALID AIRPORT-CARGO SECTION)

CLEARANCE SUPERVISOR

- Manage daily import activities and ensure smooth clearance by preparing necessary pre-clearance documents.
- Issue correct documents for timely customs clearance and ensure compliance with duties, taxes, and regulations.
- Release goods from customs, update the system, and arrange shipments to the warehouse with the earliest linehaul.

RIYADH (KSA)

TNT INTERNATIONAL EXPRESS OPERATION

2010- 2013

DISPATCHER

- Schedule and dispatch shipments with assigned route drivers; arrange additional vehicles for special customer deliveries.
- Communicate with customers to address issues and fulfill specific service needs.
- Organize export shipments with proper documentation for timely departures. Maintain inventory records and track undelivered or unshipped shipments.

RIYADH (KSA)

AL-GHAB TRADING EST.

2002 - 2010

SALES AND MARKETING EXECUTIVE

RIYADH (KSA)

EDUCATION

UNIVERSITY OF CALICUT, KERALA, INDIA
B.COMMERCE

06/2021