

**Saudi Arabia
Jeddah City**

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ALLAM ABDALLAH

Objectives

Seeking an opportunity where I devote my experience and upgrade my competencies in fields such as Logistics, Warehousing, Transportation, Import/Export and distribution to achieve the prospective company's objectives and targets.

Experience

[May 15,2016 – May 14,2024]

Beside Trading Company (Fashion Retail) Jeddah City-Saudi Arabia

Logistics Manager

In charge of major responsibilities in Logistics Departments in **Saudi Arabia** which includes the following:

- Planning, directing and coordinating the activities of the Logistics department in an organized work environment that is in compliance with the Company's policies.
- In charge for the day-to-day supervision of all operations of Logistics Dept.
- In charge for daily activities for main warehouse to finalize pick/pack processes and distribution in addition to yearly inventory plan.
- In charge of the imports & exports for all shipments & any issues that may appear related to the shipping & customs clearance processes.
- Daily follow up with the customs clearance brokers for the incoming shipments thru sea ports, airports & land ports.
- Handling any issues related to customs authority that may arise.
- Working closely with freight forwarders regarding rates, insurance and service levels.
- Following up with local & Int'l Vendors for shipping processes and to get the shipments at the right time at required locations.
- Implementing and monitoring compliance with operational procedures for activities such as verification of incoming and outgoing shipments, handling, and disposition of goods.
- Monitoring shipments from origins to final destination ports to start customs clearance processes without any delay.
- Communicating and cooperating with all supervisors and department heads.
- Coordinating with finance Dept for payments of the forwarding agents, customs clearance offices & insurance companies and resolve any issues appear.
- Maintain documentations & Data Base of all imports & exports.

- Reporting directly to the Group Logistics Manager in **Dubai-UAE**.

[Mar 20,2013 – Apr 31-2016]

Alyasra Fashion (Fashion Retail) Riyadh city-Saudi Arabia

Logistics Manager

In charge of major responsibilities in Logistics Departments in **KSA** and **Bahrain** which includes the following:

- Planning, directing and coordinating the activities of the Logistics department in an organized work environment that is in compliance with the Company's policies.
- In charge for the day-to-day supervision of all operations of Logistic Dept.
- In charge of the imports & exports for all shipments & any issues that may appear related to the shipping & customs clearance processes.
- Daily follow up with the customs clearance brokers for the incoming shipments thru sea ports, airports & land ports.
- Handling any issues related to customs authority that may arise.
- Working closely with freight forwarders regarding rates, insurance and service levels.
- Following up with local & Int'l Vendors for shipping processes and to get the shipments at the right time at required locations.
- Implementing and monitoring compliance with operational procedures for activities such as verification of incoming and outgoing shipments, handling, and disposition of goods.
- Monitoring shipments from origins to final destination ports to start customs clearance processes without any delay.
- Communicating and cooperating with all supervisors and department heads.
- Coordinating with finance Dept for payments of the forwarding agents, customs clearance offices & insurance companies and resolve any issues appear.
- Maintain documentations & Data Base of all imports & exports.
- Reporting directly to the Head of Supply Chain in **Kuwait**.

[Mar 19,2011 – Mar 18,2013]

Global Specialized Transportation Company (GSTC)- (Land Freight Logistics Services) Riyadh city-Saudi Arabia

Assistant Transport Manager

In charge of major responsibilities in Transport & Operations Department which includes the following:

- Preparing daily & monthly reports on department activity.
- Planning, coordinating and implementing action plans to streamline distribution operations.

- Monitoring and planning fleet expense budget.
- Assisting with resolution of transportation services issues.
- Overseeing daily trucking distribution of delivered products.
- Supervising drivers in their daily duties and responsibilities
- Monitoring Drivers & fleets on daily basis thru GPS system to ensure that the Drivers are in compliance according to company regulations.
- Organizing and managing day-to-day operation of distribution personnel to ensure accurate and on-time order fulfillment.
- Ensuring accurate delivery/pick-up of all service requests for customers, and other transportation activities as required by the needs of the company and the customer base.
- Communicating and cooperating with all supervisors and department heads.
- Keep Transport manager apprised of any problems or potential problems.
- Dispatching trucks to designated locations in a timely manner.
- Managing and coordinating overall transportation activities.
- Ensuring transportation operations are in compliance with all lawful and company safety requirements/policies.
- Reporting on daily basis to the Operations & transport manager.

[Sep 10,2002 – Sep 09,2010]

**Int'l Specialized Stores Company (ISSCO)– ALSADHAN TRADING GROUP
(FMCG & Fashion Retail) Riyadh city-Saudi Arabia**

Assistant Operations & Logistics Manager

In charge of major responsibilities in Logistics & Operations Department which includes the following:

- Responsible for the day-to-day supervision of all operations.
- Planning, directing and coordinating the activities of the import department in an organized work environment that is in compliance with the Company's policies.
- Implementing and monitoring compliance with operational procedures for activities such as verification of incoming and outgoing shipments, handling, and disposition of goods.
- Advising management on the appropriate solution of operating issues.
- Overseeing that stores/clusters managers responsibilities are completed.
- Workings with purchasing Department ensuring suppliers are compliant with documents in accordance with customs requirements.
- Working closely with freight forwarders, regarding rates, insurance and service levels.
- Managing daily workflow and operations for stores & Head Office.
- Following up with local & Int'l Vendors for shipping process and to get the shipments at the right time at required locations.
- Manage relationship and track performance of existing Freight Forwarder, customs brokerage offices and where necessary, provide performance feedback and negotiate pricing/terms.
- Monitoring shipments from origins to final destination.
- Coordinating with accounts for payment of suppliers and resolve any issues appear.
- Handling customs clearance and any issues related to custom authority that

arises.

- Maintain documentation of all import and domestic issues.
- Working toward improving productivity while reducing operational cost.
- Reporting directly to the Operations & Logistics Manager.

Skills

- Excellent problem solving skills.
- Excellent Computer skills.
- Ability to lead people with strong organization skills.
- Excellent verbal / written communication skills.
- Facilitation and negotiation skills.
- High attention to detail and ability to operate in a dynamic and changing environment.
- Strong organizational, communication, analytical, and follow up skills.
- Ability to work within a time schedule/overtime as needed to meet company demands.
- Ability to promote flexibility and understanding while working with other team members in doing what it takes to get the job done to meet company goals.

Education

[1998 - 2002] Philadelphia University Amman-Jordan
Bachelor Degree in Computer Science.

Languages

Excellent English - Arabic mother tongue

Reference

- Mr. Noushad Achi : Group Logistics Manger (BESIDE TRADING Co. – Dubai-UAE)
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Others

- Permanent Residency: Jeddah city – Saudi Arabia
- Date and Place of Birth: 1976 - State of Kuwait
- Nationality: Jordanian.
- Marital Status: Married.
- Having a Saudi driving license.
- Supporting documents will be provided upon request.