

Objective

An Ocean Export Specialist position as an active, self-motivated, and effective employee, involving responsibility, integrity, and team work and where I may utilize my professional skills to serve your company with outstanding performance.

Skills

Management Skills, Documentation Skills.

Work Experience

Ocean Export Specialist

ABC Corporation - August 2008 – May 2014

- Focused in guarantee the maximum quality in the service given to clients thru the excellence on the service offer.
- Handled the complete process of shipment coordination and completion including quotes, pick up or inland transportation, booking, document preparation, pre alerts, Customs declarations, load lists, dock receipts, billing.
- Handled the complete logistic of all type of freights hazmat, bonded, regular, oversized, overweight, government, straight or direct freights, break bulks, FCL, LCL, etc.
- Documentation issuance including but not limited to Bill of Ladings, Export Declarations, Certificates of Origin, handle of ATA Carnet and bonded freights validation directly with Customs, Letter of Credits, etc.
- Identified, researched, and resolved customer or logistic issues or discrepancies, recommending preventive actions and providing proactive customer service.
- Followed-up on customer inquiries and follows-through for prompt resolution and customer satisfaction.
- Ensured compliance with all regulations prescribed by US Customs, DOT, IMO, Government etc.

Ocean Export Specialist

Delta Corporation - 2004 – 2008

- Responsible for the development and overseeing of containerized ocean freight from the US to overseas locations Managed over forty accounts, giving .
- Involved in full cycle of Export related activities; Scheduled and organized the routing Produced Export documentation - bills of lading, .
- Eastman Chemical Team) Creates Bills of Lading for International export shipments of varying commodities Resolves issues with Ocean Carriers .
- Drafted and filed federal export documents for commercial vehicles to comply with U.S Census Bureau and Homeland Security regulations.
- Secured competitive shipping rates, and planned ocean and inland logistics to ensure timely delivery for clients.
- Provided professional and customized customer service to high-profile clients such as Skechers, Toyota and Bobcat.
- Ensured compliance of hazardous material shipments according to international regulatory standards.

Education

BA