

CHIRAG A. RANA

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**Academic Credentials:**

B.Com from Gujarat University in 2002

LLB from Gujarat University in 2024

PG Diploma in International Business from H.B institute in 2003

Summary :

Experience of 22 years with extensive practical knowledge in Export- import commercial process and international logistic management. Capability in managing the entire export - import process, including customs clearance, documentation and freight forwarding.

Specialization:

Logistic cost reduction planning, working under various incoterms, payment terms, Command and knowledge on entire logistic chain including 3PL logistic process. ODC shipments operation, Letter of Credit Transactions, Delivery time limit compliances, Re-Import Process, Errorless documentation. Saving unwanted cost.

Strength: Time management, Planning, critical thinking, team work, delegation & adaptability.

Computer Skill: MS Office, Microsoft Outlook, SAP (Sales & Distribution Module), ERP

Areas of Excellence:

- Freight cost budgeting for export & Import quotations & tender bidding process.
- Reverse Logistics Management (Export & import) under various incoterms.
- 3PL logistic process for merchant trading & Hazardous Cargo.
- Freight negotiation and shipment planning till the destination through various mode.
- ODC shipments (Flat Racks and Open top containers)
- Direct dealing with CFS / ICD / Terminal superintendent, shipping line for loading of ODC cargo.
- Order analysis for export process requirements.
- Export / Import Documentation according to customs regulations.
- Container stuffing plan to minimize the container requirement.
- Export custom clearance under available maximum Export benefits.
- Minimize duty implication for import shipments.
- LC Mechanism (Import & Exports, ECGC / Marine Insurance.
- International Banking Process for UCP & ISBP rules.
- Legal compliance for customs, DGFT, Banks and other Govt. Agencies.
- Export related cargo inspection process for SASO/SOCAP/SGS certification.
- Destination Duty benefit certification process i.e. ECTN/ BESC, AI form, COO, REX.

Present:

M/s. IRM Offshore & Marine Engineers Pvt. Ltd. – Ahmedabad – Gujarat

Manager – Exports: Period: Dec-2008 till date

- Export order execution as per Purchase order / LC requirement.
- Freight Comparison, negotiation, vessel booking, transshipment loading related work.
- Liaising with CHA, Forwarders, Shipping lines, Port Authorities, Surveyor and other agencies.
- Freight budget calculation & submission at order finalization stage.
- ODC Cargo approval process from shipping line, terminal and other concern authorities.
- Attending legal matters related to Customs / DGFT / Banks
- Direct Communication with customer regarding shipments.
- Responsible for solving problems and challenges of customer.
- Import clearance under duty payment/duty exemptions, BIS & SIMS criteria.
- Export L/C approval, Import LC process.
- Attending summons of DGFT and Custom authorities.
- Team leading with responsibility and result oriented decisions and efforts.
- All other task allotted by management for export and import related work.

PREVIOUS EXPERIENCE:

March-2008 – Sep. 2008: M/s. Camara Limited – **London – United Kingdom**

Export Clerk

- Customer Service – Export and Import support to **M/s. Chellarams PLC- Nigeria**
- Product costing for Import purchase and Export Sales.
- Preparing Purchase order, commission statement
- Communication with various supplier for material readiness status, dispatch and shipment status
Authorized to directly deal with shipping line for rate negotiation, vessel booking etc.
- Regular monitoring on shipment transshipment, arrival at final destination,
- Preparing LC documents and submission to bank.
- Follow up with bank for payment status.

JUNE 2006 – DEC. 2007: Meghmani Organics Ltd – Ahmedabad – Gujarat

Export Executive

- Order Entries in SAP Sales and Distribution Module.
- Preparation of Export pre / post documentation in SAP
- Coordinating with Production team for readiness of goods
- Interaction with Bank for Post shipment documentation work.

JUNE-2002 – May - 2006: M/s. Samruddhi Engineering – Ahmedabad - Gujarat

Export Executive

- Pre and Post Shipment Documentation work in ERP system.
- Co-ordination with CHA, forwarder & other agencies for custom clearance
- Excise Refund & DGFT Licensing application work.

PERSONAL PROFILE:

Date of Birth : 06th DECEMBER 1981

Address: C-403 Avalon Courtyard-1, Nr. Cadila Bridge, Ghodsasar, Maninagar, Ahmedabad