

Curriculum Vitae Of Kuvesh (Vernon) Ramanna

Name: Kuvesh (Vernon) Ramanna

Date Of Birth: 06/10/85

ID Number: 8510065033086

Nationality: South African

Marital Status: Single

Gender: Male

Drivers Licence: Code 08

Residential Address: 31 Richmanor Gardens, Trenance Manor, Phoenix, Durban

Contact Details: Tel: 031 367 5036 / Cell: 062 910 5027

School: Woodview Secondary (Matric)

Subjects: English, Afrikaans, Maths, Accounting, Biology, Geography

Qualifications: SDS Training Centre – International Forwarding, Supply Management, Customs Clearing

Employment History

SEBENZA FORWARDING:

Position: Import Clerk

System: Ship Shape

Duties: Receiving of documents from the client (mostly reefer shipments), ensure all documents are in order, request for shipped on board details from the shipping line, full registration on system, charges requested from agents, cargo dues framed. Prepare documents for state vet and port health release.

Liasing with cold storage depots and clients. Obtain release from the shipping line and hand over to the nominated transporter and ensure that shipment is picked up timeously. File is then split for invoicing and charged out to the client, ensure that all charges are recovered from the client. Handling of all queries done timeously and deadlines are met.

Duration: September 2007 – December 2008

Reference: Aubrey Veeran – 0314595000

Reason For Leaving: Better prospects

BPL (SAFCOR PANALPINA):

Position: Import clerk

System: Cargowise & Compu Clear

Duties: Receiving of documents (all types of shipments) ensure that all documents are in order, full registration on system, send file to entries, request charges from shipping lines & forwarding agents. Prepare cheque requisition for payment of release. Frame and submit cargo dues to TNPA. Prepare transport delivery instruction and forward to the nominated transporter. Once customs release received documents are prepared for the release at the shipping line or forwarding agents for navis to be updated or obtaining of DRO. Release is then sent to the transporter and ensures that shipment is picked up accordingly and timeously. Transport cost sheet is then done with all cartage charges. All charges that has to be recovered for the shipment is checked and invoice is then generated to the client. Handling of all queries done timeously and deadlines are met.

Duration: January 2009 – May 2015

Reference: Linda Govender – 0313023811

Reason For Leaving: Better prospects

EAGLE CREEK LOGISTICS:

Position: Transport Controller

Duties: Controlling and monitoring fleet of 30 vehicles (trucks) and trailers, receiving of load confirmation from clients, opening of file on system, allocating loads to vehicles and drivers, long distance and local deliveries, cargo ranging from steel, containers, fireworks, granite, tiles etc. Ensuring morning and evening diesel dip is done. Monitoring of diesel fillings before trucks are despatched. Prepare trip sheet for drivers with all necessary documents, if cargo is hazardous, abnormal etc. Despatch vehicles accordingly. Route planning. Monitor vehicles via live tracking system from the time of despatch to destination. Send out hourly tracking reports to all clients. Ensure that granite loads are picked up from JHB mines for trucks to come down to DBN via Richards Bay. Handling and sorting out of all break downs, accidents, hijacking and theft incidents, while vehicle is en route with delivery. Incident report prepared and sent to my superior. Liaising with drivers and clients all the time. Prepare file for invoicing.

Duration: June 2015 – June 2016

SRA SHIPPING

Position: Import Operations Controller

System: Core Freight

Duties: Receiving of clearing documents from clients, checking documents are in order. Request sent for ANF / SOB details to lines and forwarders. Outstanding documents follow up also done with clients. File then entered in the registration book and the internal status report. Thereafter file is then registered on the Core Freight system and once a full set of documents are on hand, the shipping lines and forwarders charges are requested. Once charges are received a cheque requisition is done and sent to accounts for payment processing. Cartage instruction is done and sent out to the nominated transporters for planning. Vessels Agents instruction is also done. Ensure that file has a complete set of documents which is then sent to the entries department for framing. File is then sent to accounts for invoicing to the client as all shipments are cleared on a COD basis which means that files need to be

handled efficiently and effectively. Once invoice is done and shipment released from customs the shipping line release is obtained, if LCL then the DRO is applied for and sent to the transporters. Status reports are updated on a regular basis and sent out to the respective clients daily. All stops are handled until final release obtained (Customs, SAPS, NRCS, scanner etc.). File is then sent to accounts. Communicating and assisting clients all the time. Dealing with queries from shipping lines and transporters. Ensuring that the client is satisfied and happy at all times. Handling of queries timeously.

Duration: May 2017 to November 2017

BIL (BIDVEST INTERNATIONAL LOGISTICS)

Position: Assistant Import Controller

Performing same tasks & duties as per my previous tenure at BPL, however added duties include assisting the import controller with their functions, mainly receiving & completion of customs clearing documents, ensure that the registration of files is captured correct & complete. Following up on the entries process, generate instructions to the nominated transporter, applying for the lines release, following up on delivery & ensure all charges are recovered, to also ensure queries are resolved timeously.

ASSIGNED TO THE TRANSPORT DESK - NOVEMBER 2021 TO FEBRUARY 2022

Goal: To gain training & further experience in transport

Daily functions & duties were to update internal delivery reports, to also update numerous client's external reports & to ensure that all data that was captured was done timeously & accurately, to ensure that report deadlines are met. Also assisting the transport controller with queries. To ensure that all POD's received from transporters are uploaded on e-docs on the cargo wise system. Another function was to accept depot charges on specific depot websites (Eg: ICS Depot) to ensure smooth release of cargo to transporters when uplifting cargo. Checking & QC of cartage advice's & release documents that are received is reflecting correct information & that documents tie up

accordingly. Handing over of DRO's, Navis release's & original documents to transporters. Liaising with shipping lines, forwarding agents, depots & transporters.

**** Resumed to Assistant Controller duties after transport training period ****