

# CURRICULUM VITAE AISWARYA V KUMAR



**ADDRESS:**

MANIDEEPAM (H),  
VATTEKKUNNAM,  
EDAPPALLI NORTH ,  
ERNAKULAM,  
KERALA  
682024 (PIN)

**TELEPHONE:**

+918075349302

**E-MAIL:**

aiswaryavkumar2894  
@gmail.com

**NATIONALITY: INDIAN**

**CAREER OBJECTIVE:**

**TO WORK IN AN ORGANIZATION WHERE I CAN USE MY ACADEMIC AND PROFESSIONAL EDUCATION AND EXPERIENCE, WHICH WILL HELP IN THE GROWTH AND DEVELOPMENT OF THE ORGANIZATION AND ALSO TO ACHIEVE PERFECTION IN THE FIELD.**

**WORK EXPERIENCE :**

**HI LINE SHIPPING SERVICES PRIVATE LIMITED**

**FEB-2019 – TILL DATE**

Key responsibilities:

- Communicates shipment advices to customer and provide any necessary follow up and problem resolution.
- Manage fund for the day to day activities and processing of payment to the vendors.
- Developing an understanding of customers need and take action to ensure that such needs are met.
- Manage shipment based information
- Coordinate the domestic and international process.
- Creates bill of lading for all deliveries and verified accuracy against order.
- Oversaw routing to ensure lowest tariff route.
- Monitored and recorded company expenses.

**CARBORUNDUM UNIVERSAL LIMITED**

**MAY-2017-MAY-2018**

Key Responsibilities:

- Processing orders for export, domestic and captive stock transfers
- Preparing entire export documentation ,preparing commercial invoices & packing list ,certification of origin, LC documents.
- Tracking of consignment till reaches to destination
- Sending post documents to customers after receipt of B/L.
- Communicating &follow up with logistic agencies for required documentation
- To maintain co-ordination between related departments
- Arranging freight cost liaison with various freight forwarders and finalize best rate for export consignment

### EDUCATIONAL QUALIFICATION:

COURSE	NAME OF INSTITUTE	YEAR OF PASSING	BOARD / UNIVERSITY	MARKS
MBA	KMM COLLEGE OF MANAGEMENT AND TECHNOLOGY	2017	MG UNIVERSITY	FIRST CLASS
B.COM	KMM COLLEGE OF MANAGEMENT AND TECHNOLOGY	2015	MG UNIVERSITY	80%
PLUS TWO	AL AMEEN PUBLIC SCHOOL	2012	CBSE	78%
SSLC	AL AMEEN PUBLIC SCHOOL	2010	CBSE	74%

### ACHIEVEMENTS:

- Organized an Inter College Management Fest "EMPERIORS".
- Set up a finance club "FINANCE WIZARD" in the college.
- Finalist in the BEST MANAGEMENT EVENT conducted by SNGINST.
- Chief Executive officer of the Finance Club .

### PERSONAL STRENGTH

- Capable of making a creative input into a business development.
- Mature and confident with an ability to work under pressure.
- Self -driven and highly motivated to with a talent to make things happen.
- Professional attitude and strong commitment to the organization.
- Exceptional administrative and organizational skills.

### AREAS OF INTEREST

- Cooking
- Handicrafts

## **PERSONAL PROFILE**

**NAME** :AISWARYA V KUMAR  
**AGE AND DOB** :02-08-1994  
**FATHERS NAME** :K P VIJAYA KUMAR  
**SPOUSE NAME** :BYJU P K  
**NATIONALITY** : INDIAN  
**BLOOD GROUP** :O-VE  
**LANGUAGES KNOWN** : ENGLISH, MALAYALAM, HINDI.

### **DECLARATION**

I HEREBY DECLARE THAT THE INFORMATION PROVIDES ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

**DATE:**

**PLACE: EDAPPALLY , KERALA**

**AISWARYA V KUMAR**