

Aisha Khan

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SUMMARY

Detail-oriented Import Export Specialist with over 5 years of experience in international shipping and logistics. Proven track record of optimizing supply chains and reducing costs while ensuring compliance with customs regulations.

EXPERIENCE

Import Export Specialist

Jan 2022 - Present

Global Logistics Solutions, Houston, TX

- Reduced shipping costs by 15% annually through negotiation with freight forwarders and optimizing routing.
- Improved customs clearance time by 30% by implementing new documentation processes and tracking systems.
- Managed import/export processes for over 200 shipments per month, ensuring compliance with international trade regulations.

Logistics Coordinator

Jun 2019 - Dec 2021

TradeSphere International, Dallas, TX

- Streamlined supply chain operations, leading to a 25% increase in on-time delivery rates.
- Conducted market research that identified cost-saving opportunities, resulting in \$100,000 savings in annual freight costs.
- Collaborated with customs brokers to ensure accurate documentation and compliance with trade laws.

Shipping Assistant

Jan 2018 - May 2019

Local Freight Services, Austin, TX

- Assisted in handling over 150 shipments per month, maintaining a 98% accuracy rate in shipping documentation.
- Provided support in inventory management, reducing stock discrepancies by 20% through improved tracking systems.
- Developed training materials for new staff on import/export regulations and company procedures.

EDUCATION

Bachelor of Science in International Business

May 2018

University of Houston, Houston, TX • GPA: 3.7

SKILLS

Technical Skills: Customs Regulations, Freight Management, Supply Chain Optimization, International Trade Compliance

Tools & Frameworks: SAP, Microsoft Excel, CargoWise, TradeGecko