

Joe ABOU RJEILY

Beirut, Lebanon • +961 3 098152 • Joe.abrjeily@gmail.com

INTRODUCTION AND BACKGROUND

Seasoned supply chain and operations professional with 13 years of experience across Africa and the Mediterranean, including in Guinea, Greece, Turkey, and Lebanon. Led the development of multiple effective processes and the management of complex logistics functions for major projects by coordinating tasks of numerous internal divisions and external agencies.

Strong analytical and problem-solving skills that I can put at use to provide best-in-class operations in any organization.

EXPERIENCE

Le Cimentier	2010 – Present
<i>Logistics Operations Manager</i>	2012 – Present

- Implemented material flow management systems to meet production requirements
- Coached and developed a high performing team that has consistently delivered on its objectives
- Managed team's activities when discharging vessels to ensure a non-waste & efficient operation process
- Increased the discharging rate to avoid demurrage
- Created policies and procedures for logistics activities to avoid delay, conflict and improve operational performance
- Advised on problem-solving strategies concerning transportation, logistics systems and discharging operations to elevate effectiveness and productivity
- Initiated appropriate actions to address any failings
- Developed processing work improvement plans including cost cutting proposals
- Delivered solutions to logistics problems while maintaining high levels of quality and service within budgetary requirements
- Monitored security procedures and protocols to provide a safe and legal work environment
- Supervised the management of a sister company to ensure a well-organized work flow

<i>Supply chain manager</i>	2010 – 2012
-----------------------------	-------------

- Supervised operational shipping and custom clearance activities
- Examined ISM & ISPS documentation
- Monitored inventory movement on board of vessels (Spare Parts, Fleet supplies...)
- Negotiated contracts with shipyards for vessels dry-dock and general repairs
- Studied shipping notices, bills of lading, invoices, orders, and other records to determine shipping priorities
- Negotiated rates with local, national, and international transport companies
- Managed supplier agreements
- Obtained quotes for transportation and making cost comparison, by liaising with various parties (Ship chandlers, Suppliers, Agents, Vessels, Custom Agents...)
- Compared prices, specifications, and delivery dates in order to determine the best bid among potential suppliers
- Developed and implemented problem-solving suggestions concerning transportation, logistics systems, imports - exports, or customer issues.
- Managed stock levels across the whole supply chain

Beirut Container Terminal Consortium	2008 – 2010
<i>Billing Officer</i>	

- Budgeted all charges on shipping lines: Cargo & Vessel Billing, and Pre-invoice of all terminal operations
- Created monthly logistics reports
- Analyzed logistical problems to develop adequate solutions
- Conducted claims and follow up with Shipping lines, and insurance
- Ensured the application of proper internal procedures to maintain the integrity of the financial data
- Debited all the empty storage, BTS and PTI
- Inspected material handling equipment for defects and notifies maintenance personnel or contacts outside service facility for repair

Yard Planner

- Planned the vessel flow at the arrival to prevent port congestion
- Coordinated smooth gate operations, and arranged enough space for the discharge
- Composed a suitable area for discharging import containers to avoid truck congestion in the import blocks
- Processed daily count of empty TEUs segregated by agencies
- Monitored Container Terminals, Yard Terminals, Vessel Operations, Stowage Planning and Container Freight Stations
- Collaborated with shipping lines, agents whilst reporting to the Port Authority
- Assigned work tasks amongst the yard planners & data processing clerks
- Advised amendments to ensure productivity targets and efficiency

CMA-CGM Group *Operations Officer*

2006 – 2008

- Assigned as member of LTI operations and logistics team in collaboration with UNDP, WFP, WHO, and UNHCR to issue relief
- Produced synchronized and suitable quotation offers
- Managed all inquiries concerning the land freight services
- Executed land freight operations through an efficient coordination with our local and international agents to secure a high quality service.
- Created business development studies to improve the operations
- Increased daily performance and customer service by standardizing business processes
- Maintained a safe, clean, and fair work environment by applying HSE standards

EDUCATION

LEBANESE UNIVERSITY

Bachelor in Business Administration

2004 – 2008

NOTRE DAME DE LOUAISEH

Baccalauréat – Science

2003

SKILLS

- Shipping Software: Microsoft Dynamics Navision and Navis SPARCS
- ERP

ACHEIVEMENTS

- Managed and completed the ISO certification project for G.I Cements African Factory
- Founded a logistics department for a retail store
- Trained a new team, consisting of 10 employees, on the ERP system
- Launched a F&B business in Greece

LANGUAGES

- English: Fluent
- French: Fluent
- Arabic: Fluent