

MICHAEL ANDERSON

International Logistics Coordinator

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Experienced and analytical Transportation Coordinator with a focus on international shipping and compliance regulations. Over four years of experience in managing cross-border logistics and ensuring adherence to customs regulations. Proficient in utilizing logistics software to track shipments and manage documentation. Recognized for exceptional attention to detail and problem-solving skills. Committed to delivering high-quality service and fostering relationships with international partners.

WORK EXPERIENCE

International Logistics Coordinator | Global Trade Logistics

Jan 2022 – Present

- Coordinated international shipments, ensuring compliance with customs regulations.
- Managed documentation for import and export processes to facilitate smooth transactions.
- Collaborated with freight forwarders to ensure timely delivery of goods.
- Utilized logistics software to monitor shipment status and resolve issues.
- Trained staff on international shipping practices and compliance requirements.
- Conducted risk assessments to identify potential delays and develop mitigation strategies.

Customs Compliance Specialist | Cross-Border Solutions

Jul 2019 – Dec 2021

- Ensured compliance with international trade regulations for all shipments.
- Reviewed and processed customs documentation for accuracy and completeness.
- Communicated with customs officials to resolve clearance issues.
- Conducted training sessions for staff on customs compliance and best practices.
- Monitored changes in regulations to update internal processes accordingly.
- Provided support during audits and compliance reviews, ensuring adherence to standards.

SKILLS

International Shipping

Customs Compliance

Risk Management

Documentation Management

Freight Forwarding

Attention to Detail

EDUCATION

Bachelor of Arts in International Relations

2019

Global University

ACHIEVEMENTS

- Reduced customs clearance time by 20% through process improvements.
- Recognized for exceptional service in international logistics with an award.
- Successfully implemented a training program that enhanced team knowledge of compliance regulations.

LANGUAGES

English

Spanish

French