



HAMED (BEN) HASHEMI NEJAD

IMPORT-EXPORT ASSISTANT

PROFILE

Motivated Import Export Assistant successful at managing customs compliance, inventory control, customer service, and transportation logistics. Specializes in importing/exporting candy and confectionary goods. (Importing confectionary goods to Dubai, UAE & Middle East region). Skilled in international Business, and import/export operations. Highly motivated, detail-focused business professional. Graduated from San Francisco State University with a degree in Business Administration with an emphasis in International Business. Experienced in an academic environment.

SKILLS

- Imports and Exports
- Global logistics, mainly Ocean transportation (container shipping)
- Rate negotiations
- Networking and customer service skills
- Works well independently
- Team player
- Excellent organizational skills and attentive to detail.
- Excellent Verbal and communication skills.
- Can speak fluent English, Farsi, and Arabic.
- Knowledgeable in the application of business strategy.
- Skilled in technological devices and systems.
- Ability to work in a fast paced environment.
- Skilled in Zoom, Word, Excel, PowerPoint
- Can work cross-functionally and collaboratively
- International work in Dubai

CHARACTER REFERENCES

Dr. Bruce Heiman

Professor, Chair, International Business Department
Lam Family College of Business, San Francisco State University
Cell: 650-575-8220
Email: bheiman@sfsu.edu

EDUCATIONAL TRAINING

San Francisco State University

Bachelor of Science in Business Administration with an emphasis in International Business

- Attended in January 2020, Graduated in December 2021

Irvine Valley College

Associates degree in Business

Associates degree in Liberal Arts

- Attended from August 2017 to December 2019
- Member of Accounting Society Club
- Member of Business Leaders Society Club

CAREER SUMMARY

Import-Export Assistant

Al Mahasen General Trading | January 2020 to present

- International Confectionary Goods (Distribution) Company based in Dubai, United Arab Emirates. Import/Export Operation.
- Wholesale food and beverage distribution.
- Exclusive Distributor for Trident Gum, Mars, Snickers, Bounty, Twix, and other popular confectionary brands.
- Exclusive Distributor for Fusen Gum in the Middle East and Africa.
- Fusen is produced in Japan and is a nostalgic bubble gum in the middle east region.
- Working remotely in California with regular visits to Dubai, UAE.
- Assists the Managing Director with the preparation of required import/export documentation in accordance with government and customs requirements.
- Manages the import/export process and ensures compliance with all required government laws and licensing regulations.
- Prepares documents and forms to move goods efficiently through import and export steps and procedures.
- Monitoring of the shipments to ensure the compliance of regulations.
- overseeing international shipments.
- Export Sales: Assisted customers with their wholesale purchases, prepared invoices and other documents related to the exported goods.
- Accounting activities for sales and inventory.
- Regular attendance every year for the Sweet & Snacks Expo in Chicago due to our involvement in the confectionary trade.

Social Media Representative

Fusen Gum | Oct 2020 to Present

- In charge of representing Fusen Gum across social channels to increase brand awareness and increase sales.
- Communication with potential customers for wholesale purchase of Fusen gum & inquiries about our brand.
- Our company Al Mahasen General Trading is the exclusive distribution Company for Fusen Gum in the Middle East & Africa.
- Was able to increase sales for the product with social media presence on Instagram, and Facebook.
- Communicated with many customers all around the Middle East region.
- Managing the company's social media visibility.
- Responding to customers inquiries via social media.

Retail Sales Representative

Verizon Wireless (Lake Forest, CA) | June 2022 to August 2022

- Provided customers with products and solutions which helped to clarify and organize their lives.
- Created personal connections to make tech look more simple and accessible.
- Excelled in generating sales and reaching sales targets
- Used excellent customer service to open accounts and help customers with their inquiries.
- Excelled with hitting sales targets in a team-based compensation environment.

HOW TO REACH ME

Cell: 949-910-5469

Email: benhashemi@outlook.com

LinkedIn: linkedin.com/in/benhashemi