

Asher Hafeez Abbasi

SHIPPING OPERATIONS

Professional Summary

Dynamic operations manager with extensive experience at GAC Group, specializing in process improvement and operational planning. Proven track record in optimizing vessel operations and enhancing customer satisfaction. Skilled in training and mentoring teams while ensuring compliance with maritime regulations. Adept at managing complex logistics and fostering strong stakeholder relationships.

Employment History

Assistant Operations Manager, GreenPort Shipping Company Ltd, Jeddah

06/2025 - Present

- Coordinate the scheduling, deployment, and management of ships to ensure timely arrival and departure of vessels.
- Act as the main point of contact between the shipping company and port authorities, terminals, and stevedores.
- Oversee the handling of containers, bulk cargo, tanker cargo, ensuring that proper procedures are followed and there are no delays.
- Ensure vessels comply with international maritime regulations (e.g., SOLAS, MARPOL) and local port and customs regulations.
- Work to optimize operational costs including port fees, and crew expenses, ensuring efficient vessel operation.
- Quickly address and resolve operational problems, such as delays, breakdowns, or cargo discrepancies, while maintaining customer satisfaction.
- Oversee the creation and processing of shipping documents such as Bills of Lading, customs declarations, cargo manifests, etc.
- Communicate with customers regarding shipment status, delays, and issues, ensuring transparency and proactive problem-solving.
- Provide regular financial reports related to vessel operations, fuel costs, maintenance, and port charges.

Deputy Manager Operations, GAC Group, Karachi

01/2023 - 06/2025

- Assist in preparing business and operational inquiries related to various commodities. Prepare Proforma Disbursement Accounts (PDA) for the shipping operations related to these commodities.
- Keep track of tenders, pre-qualification notices, and inquiries published by national and multinational shipping companies, oil & gas firms, and business organizations in local newspapers and websites.
- Monitor developments related to port and cargo activities, and prepare regular reports for the head of department/concerned managers regarding new business opportunities and acquisitions.
- Assist in scheduling and coordinating business meetings and visits for the Manager Commercial & Business Development.
- Prepare business profiles and presentations outlining shipping operations for both internal and external stakeholders.
- Compile and maintain comprehensive statistics for various commodities.
- Prepare daily reports on vessel berthing and sailing schedules, including vessels handled by various agents to monitor cargo volumes (imported/exported).

Personal Details

Jeddah,
Saudi Arabia
+966 056 196 0751
asherhafeezabbasi@gmail.com

NATIONALITY

Pakistani

References

Muhammad Azeem from
Glander International
Bunkering UAE

Muhammad Arif from
Emperor Shipping Lines
LLC UAE

Capt. Abid Mukhtar Ah-
mad from
GAC Group

Capt. Ahmad Riffat Jamal-
from
Pakistan National Shipping
Corporation

Links

<https://www.linkedin.com/in/asher-hafeez-abbasi/>

Skills

Process improvement
Operational planning
Operations management
Training and mentoring

Languages

English

- Gather and analyze information on different types of vessels calling at Pakistani ports.

Assistant Manager Operations and Commercial BD, GAC Group, Karachi

01/2021 - 12/2022

- Assist in preparing business and operational inquiries related to various commodities. Prepare Proforma Disbursement Accounts (PDA) for the shipping operations related to these commodities.
- Keep track of tenders, pre-qualification notices, and inquiries published by national and multinational shipping companies, oil & gas firms, and business organizations in local newspapers and websites.
- Monitor developments related to port and cargo activities, and prepare regular reports for the head of department/concerned managers regarding new business opportunities and acquisitions.
- Assist in scheduling and coordinating business meetings and visits for the Manager Commercial & Business Development.
- Prepare business profiles and presentations outlining shipping operations for both internal and external stakeholders. Compile and maintain comprehensive statistics for various commodities.
- Prepare daily reports on vessel berthing and sailing schedules, including vessels handled by various agents to monitor cargo volumes (imported/exported).
- Gather and analyze information on different types of vessels calling at Pakistani ports.

Assistant Manager Operations , United Marine Agencies, Karachi

03/2019 - 12/2020

- Coordinate day-to-day operational activities, berth planning, commercial and operational roles, liaising with internal/ external parties, Marine Technical Superintendents, etc. to ensure efficient commercial operation.
- Develop close working relationships with the Port Authorities, Customs and Immigration. Securing berth to all vessels on arrival at port, Planning and management of vessel loading/ discharging cargo.
- Ensure all vessel operations flow smoothly and all team members are kept up to date and ensuring costs are kept to a minimum. Responding to principal, shippers, receivers, questions or in some cases complaints.
- Tracking of goods en route to their destination ensuring any problems that may arise are resolved so as to avoid delays.
- Liaise with accounts for the preparation of invoices ensuring shipping costs are calculated accurately and passed onto customer.
- Negotiate rates with suppliers such as carriers, warehouse operators and insurance companies and prepare tariffs for customers, ensuring the required profit margins as directed by the company are achieved.
- Arrange and manage any advance payments from principal and final settlements when the voyage is complete.

Business Development Manager, Karachi Shipyard & Engineering Works Limited, Karachi

02/2017 - 02/2019

- To process the Shipbuilding Enquires/Tender/Pre-qualification request received directly or through public notice appeared in the newspapers.
- Ensure prompt processing of the enquiries of section and co-ordination with PM and SPL Department for timely submission of proposal/quotation to client.
- Preparation of Technical and Commercial proposal in accordance with tender documents for submission to clients within the tender due date.
- To assist PM department in preparation of contract/agreement (if order is awarded). To ensure timely issuance of manufacture order on form no. C-1/4.
- Arrangement of ABG & PBG through the assistance of Account department for the submission to the client. Arrangement of insurance for the vessels during construction stage through account department.

- Prompt dispatch of invoices on receipt of documents / certificates from project officer/clients and its realization. To ensure timely issuance of internal order of the vessels (after delivery).
- To get feedback from customers after delivery of vessels as per prescribed format to improve product performance / quality.
- Correspondence with clients including Govt. Auditors till the project is completed.
- Correspondence with clients for waiver of LD (whenever is required). Correspondence with clients for retrieval of guarantees submitted to clients.
- With the co-ordination of Project Officer, preparing the milestone certificates and delivery Protocol documents as per provision of Contract.

Senior Officer Operations & PA to MD, GAC Group, Karachi

01/2015 - 02/2017

- Attend / prepare Business and Operational Inquiries and Proforma Disbursement Account (PDA) for all type of Commodities such as Oil, Gas, Chemical, Petroleum, LNG, LPG, Dry/ Project/Break Bulk and many more.
- Reply the messages from Principal / Master; sending port / other relevant information, as per their requirement. Provide necessary information such as Notice of Arrival, Notice of Readiness to Receivers, Shippers and or other concerned parties regarding their vessel / cargo etc.
- Communicate / co-ordinate with Port Authority to arrange vessel's berthing. Co-ordinate and monitor the suppliers / vendors for smooth delivery of parcels, spares, documents etc. on board.
- Maintain vessel schedule, job file, job register, inquiry register, principal information list etc. update relevant information in GAC Agent.
- Compile and maintain principal / customer profile / list. Prepare, keep updated the business presentations, write-up and sales & marketing material. Ensure reports / data required by principals / regional or corporate head office and within the company are sent correctly and timely through defined medium.
- Assist, schedule & arrangements of meetings / visits by MD. Provide back office support to MD during outstation visits. Co-ordinate with Assistant Boarding / Crew Handler regarding crew embarkation / disembarkation.
- Liaise with travel agents / hotels to arrange booking for principals / guests / crew members.
- Communicate & coordinate with concerned ones (internal / external) for accomplishment of assigned jobs and administrative matters related to the department.

Officer Operations & PA to MD, GAC Group, Karachi

08/2009 - 12/2014

- Attend / prepare Business and Operational Inquiries and Proforma Disbursement Account (PDA) for all type of Commodities such as Oil, Gas, Chemical, Petroleum, LNG, LPG, Dry/ Project/Break Bulk and many more.
- Reply the messages from Principal / Master; sending port / other relevant information, as per their requirement. Provide necessary information such as Notice of Arrival, Notice of Readiness to Receivers, Shippers and or other concerned parties regarding their vessel / cargo etc.
- Communicate / co-ordinate with Port Authority to arrange vessel's berthing. Co-ordinate and monitor the suppliers / vendors for smooth delivery of parcels, spares, documents etc. on board. Maintain vessel schedule, job file, job register, inquiry register, principal information list etc. update relevant information in GAC Agent.
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Inventory Controller & Computer Administrator, Knight Shot (Knight Cue Sports L.L.C.), Jebel Ali, UAE

09/2008 - 08/2009

- Worked on an 'ERP' inventory based software called 'Castor' Software.
- Analyze each operating unit or site information for items on order, back order, quantity on hand, quantity available, damaged items, etc.
- Uses lot numbers to track inventory with expiry dates and maintain quality controls to avoid receiving complaints from the customers. Prepare standard reports including item list, price list, stock list etc. using the software.
- Supervise the computer systems, ensuring that the workstation, computers are running properly.
- Troubleshooting software and hardware problems, maintaining and improving system performance and online availability, maintaining all system and application documentation, and assisting personnel with computer problems.

National Internship Program, Information Technology Department, Govt. of Sindh, Karachi, Karachi

07/2007 - 07/2008

- Provide assistance in managing of Windows Server 2003 & XP based setup.
- Oversee the running of computer systems, ensuring that the machines and computers are running properly.
- Administration users accounts, data security and backup. Repair / maintenance of computer hardware equipment and software systems.
- Troubleshooting network & connectivity problems.
- Designing, implementation and management of structured cabling. Handling all issues regarding network physical hierarchy.

Education

MBA Marketing, Hamdard University, Karachi, Karachi

06/2012 - 05/2016

- Organize company visit, market survey and wrote 'Thesis' on Sales Management.
- Conduct a online research, market survey and wrote 'Thesis' on Global/ Intl. Marketing.

BS Computer Engineering, Sir Syed University, Karachi, Karachi

01/2003 - 03/2007

- Final year graduation project on 'Local Area Wireless Distribution System of Local Cable TV'.
- Designed a 'Power Supply' in Microprocessor Based System Design, while studying graduation.
- Designed a '7 In-1 Out' in Logic Design Switching Theory, while studying graduation.
- Wrote a 'Thesis Project' in Artificial Intelligence, while studying graduation.