

Carina Tamires Passos

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Rua Dos Pescadores, nº 65 · Vila Lourdes · CEP : 06397-410 · Carapicuíba · São Paulo · Carinapassos_88@yahoo.com.br · Telephones : (11) 41815398 e (11) 95310-4769 · 31 years old · Brazilian · Single

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Objective : SUPPLY CHAIN, FOREIGN TRADE SUPERVISION (IMPORT, EXPORT, QUALITY) / FOREIGN TRADE COORDINATOR (IMPORT, EXPORT, QUALITY)

Professional Profile

Professional with more than 10 years of experience in the areas of foreign trade, commercial and operational, dealing with all the necessary documentation and interface with internal and external clients. Extensive knowledge in the bicycle and automotive industries, as an international buyer, supply analyst and also in the provision of international freight services. Proactive, focused and with great ease to develop new functions.

Postgraduate (MBA) in the area of People Management by the FGV with 100% attendance in class and general average of over 9.3.

I have great passion to work with people developing their potential and encouraging to meet the expectations of the company regarding commitment, compliance with standards and procedures and also process improvement.

Education Background

Hellmann Worldwide Logistcis • In progress
International graduation Program

FGV – Getúlio Vargas Foundation • Complete
People Strategic Management MBA

UNIFIEO – FIEO University Center • Complete
Business Administration, focused in the Foreign Trade Graduation

Professional Experiences

Hellmann Worldwide Logistcs do Brasil LTD.

Import Supervisor
2018 - Current

- Supervisor in the area of import (Customer Service), being directly responsible for the operations of the area, with focus on excellence in the procedural performance and also professional of the collaborators;
- Team leadership, development of KPIs, implementation of procedures and monitoring of goals;
- Improvement management of the import area;
- Development of materials for managerial and commercial presentation;
- Responsible for implementing all the new customers and their guidelines;

Hellmann Worldwide Logistics do Brasil LTD.

Team Leader / Import coordinator

2014 - 2018

- Automotive Team Leader (import) as the responsible for the area, focused on excellence and high performance. Also responsible for all the team.

Hellmann Worldwide Logistics do Brasil LTD.

Import Assistant / Analyst

2012 - 2014

- Import processes documental conference (Invoice, Packing List, HBL, MBL and all the certificates)
- Air and sea import coordination from the contact to shipper to the arrival at destination warehouse/customer's door.
- Shipments intense follow up.
- Direct contact with customers, leading negotiations and closing new processes.
- Responsible for monitoring the air and sea shipments and the costs survey.

ISAPA Importação e Comércio LTDA

Import Assistant

2010 - 2012

- Actuation in the import department, contacting all the shippers directly as buyer, dealing costs and quantities.
- Import volume management, as assistant, managing the storage reports and issuing invoices.
- Issuance of all the shipment documentation, interacting with brokers and freight forwarders.
- Exchange transaction with the banks.
- Logistic and manufacturing cost survey from buying to its conclusion.

Votorantim Cements

Manufacturing management Intern

2009 - 2010

- Weekly performance management meetings, analyzing the outcomes..
- Productivity reports.
- Losses identification, reporting the impacts and solutions.
- Physical safety regulations monitoring, assisting the responsables for the work safety areas.

Additional Courses

Hellmann Worldwide Logistics – Cidade do México, Mex
Professional Exchange – April, 2019 até July 2019

Kaplan International College – Los Angeles, USA
Intercultural Exchange – March 2014

Import Customs Clearance • Aduaneiras
Conclusion in 2012

Languages

Hellmann Worldwide Logistics – Advanced / Fluent
CAN Languages – Spanish - Intermediary
Wizard Languages - English - Advanced / Fluent

Volunteers Job

Amor em Patas NGO - Rescue, Shelter and care of street animals;
Euphoria's friend NGO – Children's Hospitals and food distribution for homeless people.