

MR. GAURAV SHARMA

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(Presently based in Dubai, UAE)

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Professional Experience

- Dream Sea Navigation DMCC, Dubai {A fully owned subsidiary of Oilmar DMCC previously known as Oilmar Shipping and Chartering DMCC} (September 2023 - continuing)
- Norvic Shipping (January 2020 – September 2023)
- Fast Freight Pte Ltd, Navi Mumbai (May 2019 – December 2019)
- Pacific World Shipping Pte Ltd, Mumbai (January 2016 – May 2019)
- Lafarge Cementia, Kuala Lumpur (October 2014 – December 2015)
- Anglo Eastern Ship Management, Hong Kong (Dec 2004 – March 2014)
- Tanker Pacific Management, Singapore (May 1999 – August 2004)
- Norwegian Gas Carriers (November 1997 – November 1998)

Employment Record:

Presently working as Senior Operations Manager in Dream Sea Navigation DMCC, Dubai (A fully owned subsidiary of Oilmar DMCC previously known as Oilmar Shipping and Chartering DMCC)

Responsibilities as Senior Operations Manager in Dream Sea Navigation DMCC (September 2023 – continuing)

- Co-ordination with Ship Managers & Owners/Disponent Owners/Charterers on matters related but not limited to compliance with group policies, operational matters, vessel readiness, compliance with charter party conditions.
- Preparation of Letters of Indemnity as required by the nature of the voyage.
- Ensure that the Bills of Lading are correctly issued.
- Closely monitor the vessel from time of nomination until re-delivery.
- Preparation of voyage instructions, reports required from vessel together with complete charter party instructions.

- Timely appointment of surveyors etc.
- Preparation of instructions for Master's & Agents.
- DA – Appointment of Agents, approval of DA payments & final DA's.
- Monitor port congestion, berth availability & ensure optimal vessel utilization.
- Preparation of laytime statements & calculations, charter hires, freight invoices
- Arrangement & Co-ordination of On/Off Hire Bunker & Condition surveys.
- Ensure that voyage is executed within budgeted costs as estimated by Chartering team.
- Co-ordinate with Finance department on matters related but not limited to timely payment of supplier invoices, Charter Hire, Port Expenses.
- Ensure that voyages are conducted with utmost dispatch & minimal delays.
- Monitor vessel performance & ensure compliance with Charter Party terms & conditions.
- Prepare documentary evidence if required to effect or defend claims.
- Prepare reports using IMOS system as required by Senior Management.

Responsibilities as Senior Analyst – Norvic Shipping India Pte Ltd (November 2022 – September 2023)

- Conduct an in-depth Operational & Chartering analysis of each voyage conducted across all Norvic offices in Singapore, Mumbai, Dubai, Copenhagen, Houston to analyze any variations between estimated and actual PnL.
- Prepare a detailed objective report for senior management with observations & suggestions for the improvement of PnL.
- Identify and report on any patterns that led to a variation of PnL and recommend suitable methods to tackle same.

Responsibilities as Senior Operations Manager – Norvic Shipping India & Norvic Shipping DMCC Pte Ltd (January 2020 – November 2022)

- Co-ordination with Ship Managers & Owners/Disponent Owners/Charterers on matters related but not limited to compliance with group policies, operational matters, vessel readiness, compliance with charter party conditions.
- Preparation of Letters of Indemnity as required by the nature of the voyage.
- Ensure that the Bills of Lading are correctly issued.
- Closely monitor the vessel from time of nomination until re-delivery.
- Preparation of voyage instructions, reports required from vessel together with complete charter party instructions.
- Timely appointment of surveyors etc.
- Preparation of instructions for Master's & Agents.
- DA desk – Appointment of Agents, approval of DA payments & final DA's.
- Monitor port congestion, berth availability & ensure optimal vessel utilization.
- Preparation of laytime statements & calculations, charter hires, freight invoices

- Arrangement & Co-ordination of On/Off Hire Bunker & Condition surveys.
- Ensure that voyage is executed within budgeted costs as estimated by Chartering team.
- Co-ordinate with Finance department on matters related but not limited to timely payment of supplier invoices, Charter Hire, Port Expenses.
- Ensure that voyages are conducted with utmost dispatch & minimal delays.
- Monitor vessel performance & ensure compliance with Charter Party terms & conditions.
- Prepare documentary evidence if required to effect or defend claims.
- Prepare reports using IMOS system as required by Senior Management.

Fast Freight Shipping Pte Ltd (May 2019 to December 2019)

- Joined Fast Freight Shipping Pte Ltd as Chartering Manager in May 2019.

Present Responsibilities:

- Keeping a watch across various boards to monitor cargo enquiries.
- Scout various vessel's keeping in mind the laycan / requirements on the cargo enquiry.
- Negotiate with Charterers to get best freight rate.
- Negotiate with Owners to get lowest Charter Hire rate.
- Bid for the cargo enquiry.
- Ensure negotiations with Charterers / Owners are properly concluded.
- Ensure a proper handover is done with Operations Department to ensure smooth voyage operation.
- Review voyage Profit & Loss with Operations Department upon completion of the voyage.

Pacific World Shipping Pte Ltd (January 2016 to May 2019)

- Joined PWSL (Operations) in January 2016 as Senior Executive.
- Promoted to Assistant Manager (Operations) effective 28th November 2016.
- Transferred to Chartering Department effective 13th December 2018.

Responsibilities as Assistant Manager (Chartering/Ship Operating) – Pacific World Shipping Pte Ltd

- Keeping a watch across various boards to monitor cargo enquiries.
- Scout various vessel's keeping in mind the laycan / requirements on the cargo enquiry.
- Negotiate with Charterers to get best freight rate.
- Negotiate with Owners to get lowest Charter Hire rate.
- Bid for the cargo enquiry.

- Ensure negotiations with Charterers / Owners are properly concluded.
- Ensure a proper handover is done with Operations Department to ensure smooth voyage operation.
- Review voyage Profit & Loss with Operations Department upon completion of the voyage.

Responsibilities as Assistant Manager (Operations) – Pacific World Shipping Pte Ltd

- Co-ordination with Ship Managers & Owners/Disponent Owners/Charterers on matters related but not limited to compliance with group policies, operational matters, vessel readiness, compliance with charter party conditions.
- Preparation of Letters of Indemnity as required by the nature of the voyage.
- Ensure that the Bills of Lading are correctly issued.
- Closely monitor the vessel from time of nomination until re-delivery.
- Preparation of voyage instructions, reports required from vessel together with complete charter party instructions.
- Timely appointment of agents, surveyors etc.
- Preparation of instructions for Master's & Agents.
- Solely responsible for entire DA desk which includes management of Port and Final Disbursements at competitive rates with nominated agents.
Have saved over US\$ 359,000 in Proforma DA payments.
- Monitor port congestion, berth availability & ensure optimal vessel utilization.
- Preparation of laytime statements & calculations, charter hires, freight invoices
- Arrangement & Co-ordination of On/Off Hire Bunker & Condition surveys.
- Ensure that voyage is executed within budgeted costs as estimated by Chartering team.
- Co-ordinate with Finance department on matters related but not limited to timely payment of supplier invoices, Charter Hire, Port Expenses.
- Ensure that voyages are conducted with utmost dispatch & minimal delays.
- Monitor vessel performance & ensure compliance with Charter Party terms & conditions.
- Prepare documentary evidence, if required, to effect or defend claims.
- Monitor & maintain correspondence with P & I club where their service has been utilized.
- Maintain all legal files upto date & review same on regular basis with concerned persons.
- Generate the Profit/Loss statements using the Softmar system.
- Prepare reports using Softmar system as required by Senior Management.
- Oversee other operators attached to me.

Responsibilities as Ship Operator (Lafarge):

Ship Operator (Lafarge) – from October 2014 to December 2015

Responsibilities as Ship Operator:

- Co-ordination with Ship Managers & Owners/Disponent Owners on matters related but not limited to compliance with group policies, operational matters, vessel readiness, compliance with charter party conditions.
- Preparation of Letters of Indemnity as required by the nature of the voyage.
- Ensure that the Bills of Lading are correctly issued.
- Preparation of weekly schedules in conjunction with Trading based on supply-demand of various terminals to ensure proper utilization of shipping resources.
- Preparation of voyage instructions, reports required from vessel together with brief summary charter party instructions.
- Preparation of standing instructions for Master's & Agents.
- Appointment of Port Agents & management of Port and Final Disbursements at competitive rates.
- Monitor port congestion, berth availability & ensure optimal vessel utilization.
- Preparation of laytime statements & calculations, charter hires, freight invoices
- Arrangement & Co-Ordination of On/Off Hire Bunker & Condition surveys.
- Provide voyage estimates, freight simulations, voyage estimations as required by the Chartering Managers/Business Controller/Traders.
- Co-ordinate with Finance department on matters related but not limited to timely payment of supplier invoices, Charter Hire, Port Expenses.
- Ensure distribution & compliance of group HSE (Health, Safety & Environment) policies.
- Ensure that voyages are conducted with utmost dispatch & minimal delays.
- Monitor vessel performance & ensure compliance with Charter Party terms & conditions.
- Prepare documentary evidence if required to effect or defend claims.
- Assist in preparation of shipping plans & budgets.

Sea Service

Last Rank sailed - 2nd Officer (September 2005 – March 2014)
3rd Officer (February 2002 – September 2005)

Responsibilities as 2nd Officer:

- Ensure that all charts & publications required for the voyage have been correctly ordered.
- Plan & document the passage of the vessel from berth to berth.

- Ensure that all bridge equipment such as Radars, Electronic Charts, Navtex, Echo Sounder, Clocks, Voyage Recorders, Bells, Whistles, Lights, Radio Equipments etc are in good working condition.
- Ensure that as the medical officer, the medicine chest is at all times properly stocked & certified.
- Ensure that all charts & publications are properly corrected at all times.
- Prepare all the messages & reports as required by the Master.
- Report to Master & maintain an 8 hour navigation watch at sea.
- Ensure compliance with all mandatory rules & regulations such as Safety of Life at Sea (SOLAS), Marine Pollution Act (MARPOL), Collision Regulations (COLREGS), Global Maritimes Distress and Safety System (GMDSS), International Ship & Port facilities Security Code (ISPS Code).
- Report to Chief Officer on all matters related to cargo and supervise the loading & discharge operations as required.
- Participate in all emergency drills & ensure that assigned duties are properly conducted.
- Impart training to subordinates & trainees as required.
- As directed by the Master, assist in docking and undocking of the vessel.

Responsibilities as 3rd Officer:

- Maintenance of all Life Saving & Fire fighting equipment onboard the vessel.
- Testing of equipments such as Emergency Position Indication Radio Beacon (EPIRB) & Search and Rescue Transponder (SART).
- Report to Master & maintain an 8 hour navigation watch at sea.
- Ensure compliance with all mandatory rules & regulations such as Safety of Life at Sea (SOLAS), Marine Pollution Act (MARPOL), Collision Regulations (COLREGS), Global Maritimes Distress and Safety System (GMDSS), International Ship & Port facilities Security Code (ISPS Code).
- Report to Chief Officer on all matters related to cargo and supervise the loading & discharge operations as required.
- Participate in all emergency drills & ensure that assigned duties are properly conducted.
- As directed by the Master, assist in docking and undocking of the vessel.

Education Qualifications

- Diploma in Nautical Studies (Singapore Polytechnic)
- BTEC HND (Nautical Science), South Tyneside College, UK
- Holder of Class 3 Certificate of Competency (OOW Unlimited)