***CONTACT DETAILS***

1737 Marshville Road,

Alabama

(123)-456-7899

info@qwikresume.com

[**www.website.com**](http://www.website.com)

***SKILLS***

Bilingual In Spanish. Inventory Management. Forklift Certified, Microsoft Office, Logistics, Finance

***LANGUAGES***

English (Native) French (Professional) Spanish (Professional)

***INTERESTS***

Climbing Snowboarding Cooking Reading

***REFERENCES***

Reference – 1 (Company Name)

Reference – 2 (Company Name)

Robert Smith

***Logistics Manager III***

# PERSONAL STATEMENT

Seeking a challenging position with my proven track record in Logistics, Transportation and Maintenance of heavy/light vehicles and equipment with over than 12 years experience. Use my previous experience and skills to provide my employer with worlds best practice levels.

# WORK EXPERIENCE

## Logistics Manager III

### ABC Corporation - September 2010 – Present

*Responsibilities:*

* Schedules direct and coordinates logistics functions according to existing documented policies and procedures to ensure they are in place and followed.
* Fleet monitoring and budget management of logistics and transportation supervise and organize the receiving and distribution of all incoming cargo, vehicles and other equipment.
* Create and maintain a database for all company vehicles carries out of insurance vehicle requirements handle claims with insurance companies and all matters related to traffic authority.
* Supervise and direct equipment operators while loading/off-loading supply vessels and moving material to work sites.
* Ensure defensive driving training for all logistics staff and for third-party companies and needed.
* Able to deal sensibly with people from a wide variety of cultural backgrounds. Good leadership and interpersonal skills and ability to work as a team member.
* Organize and maintain the materials and stores as per oil industry standards.

## VDO And Black Box Fleet Manager

### ABC Corporation - April 2007 – September 2011

*Responsibilities:*

* Vdo and black box fleet management skills installation &amp; exploitation of vehicle management software.
* Data downloading including actual distance driven in a period, standard driving violations, over speeding, acceleration, deceleration, and harsh braking.
* Maintain details of drivers and vehicles, capture fuel transactions, and drivers access to vehicles maintain the parameters for driver scoring and triggers for event violations (e. G.
* Establish reports and graphs that show a summary of driving errors that have occurred, the number of occurrences of each type of driving violation.
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* Establish reports and graphs that show a summary of driving errors that have occurred, the number of occurrences of each type of driving violation.

# Education

Engineer in Mechanical - 1991(University Of Science And Technology

- TLEMCEN)Electrical Engineering - (Penn State University Capitol Campus)