Robert Smith

Fleet Operations Manager

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
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SKILLS

Inventory Management, Outside Sales, Leadership.

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference – 1 (Company Name)
Reference – 2 (Company Name)

PERSONAL STATEMENT

Responsible for Attending daily pre-shift/safety meetings to outline SOPs, Quality, or Training Topics, and also Managing claims and their processes (Product damage, property damage, and inventory variance).

WORK EXPERIENCE

Fleet Operations Manager

ABC Corporation - July 2001 – February 2006

Responsibilities:

- Serviced a four state sales territory with 1500 parts accounts.
- Provided attentive personal contact with every customer on a regular basis developing trustworthy business relationships.
- Demonstrated ability to assume any position in the parts department.
- Addressed departmental problems within the company with positive results.
- Continuously improved an award winning customer service index.
- Provided comprehensive inventory management.
- Led ongoing team training, coaching, and mentoring, including formal and on-the-job training.

Fleet Operations Manager

Delta Corporation - 1998 – 2001

Responsibilities:

- Responsible for the operation and overall utilization on the line haul fleet.
- Oversee DOT compliance and reporting as it relates to the fleet Track and maintain all vehicle usage, and audit and process all fleet related charges .
- Provide field operations assistance and communication in all fleet related accidents and service related issues.
- Managed the inbound & outbound customer & brokered freight, met rate per mile and revenue goals, and managed truck drivers daily activity.
- Maintained vehicle inventory based on market needs for fleet operations around the country.
- Tracked and coordinated fleet shipments and movements efficiently.
- Duties as the fleet operations manager was management of the local drivers, scheduling and dispatching of night shuttle drivers, coordinated .

Education

BS In Education

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