

# **CURRICULAM VITAE**

NAME: **Deepak Saroy**

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Contact No.: **0091-7528967966 (INDIA),**

## **WORKING EXPERIENCE: 11 Years**

**TRANSPORT/FLEET-SUPERVISOR/COORDINATOR**  
**FLEET, UNIBETON READY MIX LLC, Dubai (UAE)**

## **PERSONAL SUMMARY**

An energetic, innovative and dynamic Transport Supervisor with a proven track record in managing a highly commercial operation in a fast-paced environment with experience in effectively running a successful transport division in a high-pressure environment.

## **KEY COMPETENCIES AND SKILLS**

Transport Operations	Worker Appraisals	Vehicle Maintenance
Safety Compliance	Strategy and Planning	People Management Site Visits

## **SPECIFIC ACCOUNTABILITIES**

- Tracking fleet usage and maintain accurate inventory of Equipment's.
- Plan and execute vehicle & equipment replacement schedule.
- Ensure the maintenance of records for fleets are accurate and up-to-date.
- Complete performance reviews of workers and determine areas of improvement and training requirements.
- Communicate maintenance requirements to ensure maximum efficiency and implement corrective actions as required.

## **ROLE AND RESPONSIBILITIES**

- Coordinate vehicle issues with concerned departments, clients and others.
- Develop/run/analyze productivity and operational reports.
- Research and develop specifications for vehicles, equipment, supplies and materials.
- Plan/develop and execute a vehicle and equipment replacement schedule.
- Determine the need and benefits of out-sourcing vehicle repairs or services.

- Maintain equipment records in accordance with federal, state and local laws, policy or regulation; inventory status inspection.

### **TECHNICAL AND COMPUTER COMPETENCIES**

- Good written and verbal communication skills.
- Excellent customer service skills and good grasp of the English language.
- Estimating and troubleshooting of daily logs and processes to ensure that tasks are completed.
- Good knowledge of power point preparation, MS Office package and other necessary computer applications.

### **EDUCATION AND PROFESSIONAL STATUS**

**INTERMEDIATE** - 2007; **HIGH SCHOOL** - 2005 And **IELTS- 5 band** ( International English Language Testing System)-2015

### **WORK EXPERIENCE**

**Worked as “Transport Foremen” with UNIBETON READYMIX, UAE From December,2008 to September 2019.**

### **DUTIES**

- In charge of the day to day operations of the transport department.
- Efficiently managing a team of drivers, Shovel operators Concrete Breakers and Truck washers.
- Responsible for all the dispatching, routing and tracking of delivery vehicles.
- Managing, monitoring and developing a team of drivers and their line managers.
- Making sure that all transport fleet vehicles are properly maintained and serviced.
- Arranging for the induction and training off all new workers.
- Identifying operational issues, potential problems and opportunities.
- Appraising workers performance and also taking disciplinary measures as & when required.

**LANGUAGE**

**English, Hindi , Punjabi , Arabic**

**PERSONAL DETAIL**

Name:	DEEPAK SAROY
Father Name:	RAM PAL
Date of Birth:	09-06-1987
Nationality:	INDIAN
Telephone No.	0091-7528967966, 052-6066134
E-mail address:	Mannudeep8@gmail.com
Passport No.	P7163006
Issued at:	ABU DHABI (UAE)
Issue Date:	07-06-2017
Expiry Date:	06-06-2027
Driving License:	Valid UAE License

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately.

Sincerely,

**Deepak Saroy**