

Professional Summary

Results-driven Automobile Professional with 10+ years of experience in Logistics Management, Automotive, and Transportation. Proven track record of driving operational efficiency and leading high-performing teams. Holding an AU09 level position at Inazuma.co, leveraging expertise in MS Office and mechanical automobile knowledge to drive business growth.

Professional Experience

Senior Logistics & Operations Manager (AU09)

Inazuma.co | January 2020 - Present

Operations Manager (AU07)

Veloce Motors | June 2018 - December 2019

Key Achievements:

- Reduced transportation costs by 25% through route optimization.
- Improved vehicle maintenance schedules, decreasing downtime by 40%.

Responsibilities:

- Managed daily operations of the automobile service center.
- Coordinated with the sales team to ensure timely delivery of vehicles.

Logistics Coordinator (AU05)

Turbo Logistics | March 2015 - May 2018

Key Achievements:

- Successfully implemented a new inventory management system, reducing stock discrepancies by 90%.
- Developed and maintained relationships with key transportation partners.

Responsibilities:

- Coordinated shipments and managed inventory levels.
- Assisted in the training of new logistics staff.

Automotive Technician

AutoTech Inc. | January 2012 - February 2015

Key Achievements:

- Consistently met or exceeded service quality and efficiency targets.
- Participated in the development of a new vehicle inspection checklist, improving quality control.

Responsibilities:

- Performed routine maintenance and repairs on vehicles.
- Assisted in diagnosing complex vehicle issues.

Education

Polytechnic Diploma in Mechanical Automobile
Singapore Polytechnic | 2012

Technical Skills

Logistics & Operations:

- Logistics Management
- Supply Chain Optimization
- Inventory Management

Automotive:

- Vehicle Maintenance & Repair
- Automotive Diagnostics
- Quality Control

Software & Tools:

- MS Office Suite (Excel, Word, PowerPoint, Outlook)
- Inventory Management Software
- GPS Tracking Systems