



OGBU PHILIP ETUM

CONTACT

Calabar, Nigeria

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PROFESSIONAL SUMMARY

Vigilant vehicle fleet maintenance manager/supervisor with the ability to manage and maintain fleets in multiple locations. Adept at implementing security procedures and identifying safety risks. Focused on applying operational knowledge of vehicle maintenance, problem solving, and adhering to industry regulations.

PROFESSIONAL EXPERIENCE

Workshop Manager

Julius Ben Logistics Company (J.B.C). – Odukpani Calabar. March 2024–till date

- Plan, coordinate and supervise fleet maintenance activities– preventive, predictive and corrective maintenance
- Manage the workshop resources (manpower and materials) for effective and efficient work delivery to ensure truck availability.
- Entrench and maintain a culture of adequate maintenance records keeping: ensuring that the maintenance history of every truck is updated at all time.
- Provide advice, directives and regular feedback on workshop performance to motivate technicians and/or apprentice.
- Contribute to developing and communicating fleet related policies and initiative to drivers and technicians.
- Managed preventive maintenance on Howo, Shacman and man diesel trucks.

Workshop Supervisor

ABC Transport Plc. – Amuwo Lagos, Nigeria. April 2021– March 2024

- Ensured vehicles are properly maintained, serviced, and repaired in a timely and cost-effective manner and manage a team of riders, trucks and trailer drivers, provides guidance and support to ensure their work.
- Supervised preventive maintenance schedules, inspections and repairs to minimize downtime.
- Executed maintenance plans according to work schedules to keep vehicles operational.
- Ensures the maintenance records for all fleet are accurate and up – to – date.
- Receive the vehicles for both inspections and maintenance work as indicated by the fleet
- Developed supplier relationships to manage fleet procurement, servicing and maintenance.
- Maintain appropriate response time to jobs.
- Contributed to developing and communicating fleet related policies and initiative to drivers and technicians

CORE SKILLS

- Fleet maintenance
- Vehicle knowledge
- Excellent problem solving
- Proficiency in Ms Words
- Team leadership
- Project management
- Quick learner
- Excellent written and oral communication skills.

INTERESTS

- Reading
- Traveling

Ever ready for any form of test at your convenient time, looking forward to hearing from you soon



Edit with WPS Office

Fleet Service Advisor

Valgee Transport Services. – Abuja, Nigeria. October 2015– August 2016

- Ensured vehicles are properly maintained, serviced, and repaired in a timely and cost-effective manner and manage a team of riders, trucks and trailer drivers, provides guidance and support to ensure their work.
- Supervised preventive maintenance schedules, inspections and repairs to minimize downtime.
- Work with the Workshop Manager on simultaneous operations to achieve early delivery of fleet operation vehicles.
- Work with Workshop Managers on maintenance forecasting and budgeting activities and agree on performance goals for the workshop.
- Documented fleet repair history and determined when replacements were necessary.
- Managed the day to day operations of a large car dealerships vehicle maintenance department.
- Prepared weekly and monthly floor plan reports.
- Report operations as demanded by the immediate leadership on HSE and Engineering operations including technical reports.
- Oversee the administration of the areas of control such as store requisition and follow ups and report "Fill Rates" urgently.
- Agree modifications with the operations leadership for the efficient running of the workshop and defend such modifications.

EDUCATION

- **Certificate of National Service.(NYSC Discharge certificate), 2020**
- **Higher National Diploma in Electrical/Electronic Engineering, 2018**
Akanu Ibiam Federal Polytechnic Unwana – Ebonyi State.
- **National Diploma in Electrical/Electronics Engineering, 2015**
Akanu Ibiam Federal Polytechnic Unwana – Ebonyi State.
- **West African Examination Council, 2013.**
Saint Jude's Secondary School Aba – Abia State.

