

Nejmeddine Ben Salem

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SUMMARY

Over 5 years of professional experience in fleet and operations management within large-scale organizations, with proven success in enhancing efficiency, cutting costs, and maintaining consistent operational performance.

Recognized for strong leadership, rapid decision-making skills, and the ability to manage large teams effectively across multiple departments (Operations, HR, Maintenance, and Customer Service)..

EXPERIENCE

Officer Operations Supervisor

Reman Logistics services Co

July 2024 - Present, Riyadh

- Manage daily purchasing & procurement activities, supervise staff & allocate tasks
- • Oversee receiving, warehousing, distribution and maintenance operations
- • Assist in conducting inventory forecast & maintain available stock levels
- • Recruit, select, orient, coach & motivate employees
- • Manage the labor issues of the warehouse staff
- • Manage delivery & fleet operations

Operations Supervisor

Jahez International Co

May 2022 - May 2024, Riyadh

Over the course of two years at Jahez International, I was responsible for supervising daily operational activities, ensuring smooth and efficient execution of tasks, and overseeing fleet performance. My role involved real-time tracking of vehicles, coordinating schedules, and ensuring timely maintenance to minimize downtime. In addition, I worked closely with the Human Resources department on all aspects related to employee management, including attendance monitoring, performance tracking, leave management, and administrative support for hiring and employee affairs.

Transportation coordinator

SMASCO (Saudi Manpower Solutions)

October 2017 - August 2019, KSA (RIYADH)

Held multiple supervisory roles within the Saudi Manpower Solutions Company, overseeing branch operations, managing daily transportation logistics, and coordinating with key departments including Operations, Fleet Management, and Human Resources. Responsibilities included managing fleet movement, maintenance approvals, accident follow-ups, and claim submissions, in addition to handling employee affairs such as payroll processing, overtime submissions, and attendance tracking.

PROJECTS

Improving and developing the company's vehicle fleet

LOGI (JAHEZ COMPANY)

- A fleet improvement strategy was implemented that strengthened the company's position through an advertising program (advertising stickers and illuminated screens). GPS installation was carried out to protect and ensure the option of tracking all of the company's vehicles.

The energy balance in Tunisia, problems and solutions

Tunisian Energy Control Agency

- Researching the development of the field of alternative energies in electricity production and adjusting the energy deficit

EDUCATION

Master of Energy Sciences

ISSAT SOUSSE • TUNISIA • 2014

National Degree in Energy Sciences

ISSAT SOUSSE • TUNISIA • 2012

SKILLS

Microsoft (Excel, Word, power apps)

Construction Apps(Autocad, Solidworks)

Languages:

Arabic (Native)
French(Professional)
English (Professional)

Creative serious
Leadership
Communication
Motivation
Decision making
