

Danish Shahzad

Contact:+92 3025175203/ +966 50 863 6416

Email: danishslb@gmail.com

Postal Address: V.P.O Nothian Malkan, tehsil pindi gheb, district attock

EDUCATION

B.COM - Bachelor in Commerce

University of the Punjab - 2012

D.COM -Diploma in Commerce
SSC - Secondary School Certificate

Punjab Board of Technical Edu LHR—2010
Bise Rawalpindi - 2008

PROFESSIONAL EXPERIENCE

Taqi Saudi Arabia ---- August 2024 to till date

(Dispatcher)

- Answered 100+ request calls per day and dispatched LTV Pickups & HTV Trailers to appropriate locations on time.
- Answer phones cordially and addressed all drivers questions, creating detailed logs on requests and necessary assignment.
- Vehicle inspected before departure and make sure there is no mechanically issue on it.
- Brief driver as per his journey (Highlighted all route hazards) and check driver fatigue then allow to depart his trip.
- Assign drivers to pickups and deliveries based on availability,
- Create daily order schedules, maximizing efficient use of time and resources and resulting in 99% customer satisfaction ratings
- Maintain driver records, double-checking timesheets against schedules for accuracy and submitting to payroll department
- Created detailed work orders for drivers to reduce errors, including accurate information on address and vehicle size needs

Addressed drivers concerns and questions, maintaining in-depth knowledge of company policies to minimize need to redirect calls

Schlumberger ---- Jan 2013 to July 2024

(Sr. Logistics Specialist)

- End to end logistics arrangement for Oil services/ business segments (wireline, Well Services, Drilling & Measurement, MI Swaco, Smith Bits, Cameron, Schlumberger Land Rigs)
- Be internal Customer's focal point of contact for logistics related matters.
- Act as a distribution knowledge holder for local organization in the country.

- Coordinating, Planning & Meeting equipment mobilization & demobilization
 - Maintaining & keeping track of distribution & Logistics KPI's
 - Logistics arrangements contract & keeping the cost as per BP.
 - Ensuring HSE requirement is met as per standard and being the HSE functional champion.
 - Vehicle mobilization & utilization planning and control as per plan
 - Ensuring imports are cleared & delivered to active locations without any demurrage & keeping a liaison with clearing agents
 - Coordinating with segments operation managers for effective planning and reducing call outs on urgencies
 - Ensuring documentations, utilization & costs mapping of dedicated fleet in accordance to KPI's
 - Preparing and reviewing cost dashboards and they reflected in correct heads
 - Report and investigate any process deviation to ensure continuous improvement on service quality
 - Responsible to have logistics systems updated as needed or locally defined in the country including data and document storage where necessary.
 - Responsible and accountable for performance factors related to SLA in the country
 - Responsible to a vendor evaluation in place along with resource trainings & safety orientation
- Conducting self-audits and risk assessments for the fleet & processes & implementing transportation safety and best practices

ADDITIONAL SKILLS AND EXPERIENCE:

- Supervision, Developing Budgets, Safety Management, Developing Standards, Managing Processes, Surveillance Skills, Inventory Control, Reporting Skills, Analyzing Information , Equipment Maintenance, Judgment
- Sound Communication skills, fluent in English & Urdu , adept at using MS Office, SAP, Oracle
- Good Team player, Track record of executing Supply chain projects.

Interests: Adventure travelling,Hunting,Cricket

Reference: Will be provided upon your request.

Personal Information:

Father's Name	Muhammad Riaz
Date Of Birth	03-June-1992
CNIC No.	37105-2737424-9
Passport No.	TY5144242
Nationality	Pakistani
Religion	Islam
Gender	Male