



# MICHAEL ANDERSON

## SENIOR FLEET COORDINATOR

### CONTACT

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- San Francisco, CA

### SKILLS

- transportation logistics
- fleet optimization
- regulatory compliance
- data management
- safety training
- vendor management

### LANGUAGES

- English
- Spanish
- French

### EDUCATION

**MASTER OF BUSINESS ADMINISTRATION, LOGISTICS AND SUPPLY CHAIN MANAGEMENT, CITY UNIVERSITY, 2015**

### ACHIEVEMENTS

- Achieved a 15% reduction in fuel costs through strategic planning.
- Led a project that improved fleet safety compliance rates by 30%.
- Received the Excellence in Logistics Award for outstanding contributions to fleet operations.

### PROFILE

Highly organized Fleet Coordinator with a robust background in transportation logistics and fleet management. Exemplifies a strong commitment to operational excellence and efficiency, ensuring that fleet operations align with strategic business objectives. Possesses a deep understanding of regulatory compliance, safety standards, and industry best practices. Adept at utilizing cutting-edge technology to enhance fleet performance and streamline processes.

### EXPERIENCE

#### SENIOR FLEET COORDINATOR

##### Global Freight Services

*2016 - Present*

- Directed fleet operations for a company with over 200 vehicles, ensuring optimal utilization.
- Implemented a new fleet management software that improved tracking accuracy by 25%.
- Coordinated with maintenance teams to minimize vehicle downtime.
- Analyzed operational data to identify trends and develop improvement strategies.
- Facilitated training sessions on compliance and safety protocols for all drivers.
- Enhanced vendor relationships to secure better pricing on vehicle maintenance services.

#### LOGISTICS SPECIALIST

##### Express Transport Co.

*2014 - 2016*

- Assisted in the management of fleet logistics, ensuring timely deliveries.
- Monitored vehicle performance and conducted regular inspections.
- Collaborated with the operations team to streamline dispatch processes.
- Maintained comprehensive records of fleet operations and maintenance.
- Developed cost-effective strategies for fuel management.
- Engaged in continuous learning to stay abreast of industry advancements.