Mantsoane Thabang Paledi

Contact

18 Woodkirk

Dinwiddie

Germiston, Gauteng 1401

082 811 8910 or 082 34 88857

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Skills

- Microsoft Office Package
- Resource allocation familiarity
- Risk Management skills
- Leadership expertise
- Employee scheduling
- Excellent communication
- Attention to Detail
- Client management
- Employee management
- Workload organization
- Staff supervision
- Root Cause Analysis

Experience Summary

Key Responsibilities

- *Daily Fleet Operations: Managing the day-to-day running of vehicles, ensuring they are available and ready for loading.*
- *Scheduling & Dispatch: Organizing timetables, routes, and schedules to maximize productivity.*
- *Maintenance Coordination: Ensuring vehicles are properly serviced and maintained, including coordinating with mechanics to minimize downtime.*
- *Compliance: Ensuring vehicles are safe, roadworthy, and compliant with regulations (e.g., COF inspections).*
- *Asset Management: Tracking vehicle usage and mileage.*
- *Dealing with Customer enquiries*

Core Strengths (As Outlined)

- *People Management: Dealing with different personalities and managing a team of drivers.*
- *Conflict Resolution & Communication: Acting as a liaison to manage driver and stakeholder needs.*
- *Operational Organization: Maintaining efficiency in a fast-paced environment. Maintain accurate records of work performed, costs, and materials used.*
- *Provide feedback for estimates and change orders.*
- *Communicate progress to management.*
- *Time Management*

Developmental Courses

Incident Investigation
Year:2023

Education

Highest Grade: Grade 12

Year:2010

Short course: Advance End User NQF Level 3

Year:2011

Good Storage Distribution Practices Workshop

Year:2015

Defensive driving

Year:2020

Stacking &Storage

Year:2024

Disciplinary Processes

Safety for Supervisors

Year:2023

Companies worked

- **Brasco Filtration Company**

  Position: Handy Man assistant

  Year:2012

  Duration: Temporary Basis

  - **Bidvest Food**

    Position: Truck Driver assistant,

    Truck driver and Shift Manager

    Duration: Fulltime basis

    Year:2015 – 2023

  - **HLOLS Engineering**

    Year:2023-2025

    Duration: Contract basis

Hobbies and Interests

- Soccer
- Reading

References

- Clifford Ndlovu-Hlols Engineering

  Position: Logistics Manager

  contact detail:073 002 4688

- Cyprian Molefe-Bidvest Food
- Position: Operations Manger

Driving license

- Code 14 with PDP