

OLOSH OLUPE ABIODUN

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Phone

A self-motivated and passionate Logistics, supply chain and operations management professional with over a decade track records of performance in logistics operations and management; an erudite scholar committed to continuous learning and personal development

Professional Experience;

STI Leasing Limited/ Head of Operations/Fleet Manager/ March 2026 – To date

Key Responsibilities; [Reporting to GM/CEO]

- ❖ Responsible for prompt preparation of invoices in accordance with the contract timelines
- ❖ Coordinate the day-to-day administrative activities of the office: Purchase of groceries, toiletries, office lightening , diesel etc
- ❖ Manage drivers welfare needs, both personal and operational
- ❖ Ensures compliance with all statutory obligations with respect to fleet operations and drivers' management- Vehicle documentation and licenses, NSIFT, PENCOR, HMO, Group Life Insurance
- ❖ Preparation of drivers salary and other operations staff like Security guards and Cleaners
- ❖ Recruitment, selection and deployment of drivers.
- ❖ Office generator maintenance:

STI Leasing Limited/ Fleet Manager/ December 2024 – February 2026

Key Responsibilities; [Reporting to GM/CEO]

- ❖ Responsible for the maintenance and repair of all vehicles of STI Leasing

- ❖ Design and implement a preventative maintenance program for every vehicle to ensure cost effective maintenance and maximum engine performance
- ❖ Ensuring that every vehicle is fuelled within approved budget and limits; preparation of daily fueling report
- ❖ Design and implement vehicle accident management procedure; prompt filing of claims with our insurance
- ❖ Ensuring that repairs are done in a cost effective manner
- ❖ Effective management of relationship with tyre vendors and other vendors relevant to fleet operations
- ❖ Sourcing and onboarding of vendors necessary for smooth operations: Drafting of S.L.A
- ❖ Preparation of operations report for weekly operations meeting. Proper tracking and recording of maintenance expenses
- ❖ Participation in drivers recruitment and training
- ❖ Effective utilization of in-vehicle tracking device to monitor driver's behavior including unauthorized trips and monitoring of vehicle locations especially on weekends

Aquila Leasing Limited/ Regional Fleet Manager/ October 2024 –November 2024

Key Responsibilities; [Reporting to Managing Director]

- ❖ Supervises all Fleet Administrative officers
- ❖ Responsible for the maintenance and repair of all vehicles of Aquila Leasing and for clients.
- ❖ Implements and monitors a preventative maintenance program to ensure cost effective maintenance and a scheduled maintenance program to provide maintenance by manufacturers specifications.
- ❖ Implements and maintains a mechanic training and certification program to provide needed technical skills for mechanics in repair of automobiles and heavy equipment.
- ❖ Supervises all workshop employees; trains, evaluates and disciplines employees.

- ❖ Receives and processes vehicle accident and damage reports.
- ❖ Oversee pricing from different vendors to reduce cost on parts and supplies.

Cobil Logistics Limited/ Asst. Logistics Manager (NG Breweries, Ota) Jan 2023 – Sept 2024

Key Responsibilities (Reporting to Logistics Mgr./GM)

- ❖ Coordinate fleet operations including scheduling trucks for loading and off loading
- ❖ Computation of maximum diesel per trip based on estimated distance from NGBL plant and issuing of diesel ticket to Drivers
- ❖ Effective utilization of installed tracking device to monitor driver's behavior including over speeding and harsh braking
- ❖ Daily Monitoring of truck availability via the tracking device for maximum utilization and efficient operation
- ❖ Maintaining accurate record of fleet operations including truck status report, fuel consumption report, tyres and battery replacement record, repair and maintenance report
- ❖ Manage and supervise a team of drivers, ensuring that they are trained, motivated and follow all safety regulations
- ❖ Ensure compliance with truck movement regulations and documentation including vehicle license, insurance and permits to ensure free movement across Nigeria
- ❖ Monitoring truck mileage for prompt preventive maintenance
- ❖ Stay updated with industry trends and best practices in transport management and implement improvement as necessary

Stage Leasing Limited/ Logistics Supervisor/ February 2017 — Dec 2022

Key Responsibilities; [Reporting to GM. Platform Consolidated Investment Limited]

- ❖ Business Development: Prospecting for leasing, Haulage and fleet management businesses
- ❖ Preparation of proposals on vehicle leasing and fleet management
- ❖ Managing day to day activities of all fleet management contracts to ensure quality service delivery, cost reduction and increased profitability

- ❖ Coordinates Maintenance, Servicing and Repairs of Vehicles: Ensure vehicle down time for Major Repairs do not exceed three (3) working days and Minor Repairs not exceeding two days
- ❖ Sourcing, negotiating and procurement of vehicles as required by clients
- ❖ Preparation of profitability analysis and weekly operations report
- ❖ Managing Fleet supervisors nationwide with creative problem solving skills

Aquila Leasing Limited/ Logistics Supervisor/ August 2009 — Dec 2016

Key Responsibilities; [Reporting to VP. Fleet Mgt. &Logistics]

- ❖ Accurate capturing of fleet expenses using the fleet management software
- ❖ Procurement of vehicle parts and accessories, maintain and replenish inventory
- ❖ Supervision of regional supervisors nationwide, prompt and intelligent resolution of problems to reduce downtime
- ❖ Scheduling vehicles for the servicing and repairs in line with the planned/preventive maintenance plan
- ❖ Prompt renewal of vehicle licenses and other documents
- ❖ Prompt processing of vendor bills and invoices
- ❖ Prompt and accurate payment of drivers allowances
- ❖ Day to day management of office petty cash

SUMMARY OF PERSONAL PROFILE AND SKILLS

- ❖ Strong interpersonal relations and team leadership skill
- ❖ Ability to work with minimum supervision
- ❖ Strong passion for excellence and performance
- ❖ Good data analysis and numeric skills
- ❖ Good relationship management skill
- ❖ Good report writing and presentation skills
- ❖ Strategic thinking and problem solving skills
- ❖ Proactive and result-oriented

PERSONAL DATA:

- ❖ Sex: Male
- ❖ Marital Status: Married
- ❖ Date of Birth: 26th December, 1980

❖ Nationality: Nigerian

EDUCATION RECORD:

- ❖ Graduate Professional Diploma in Purchasing and Supply. CIPSMN
- ❖ Ladoke Akintola University, Ogbomoso- PGD Accounting
- ❖ Lagos State University, Ojo- B.SC (ed) Economics- (Second Class Upper)
- ❖ Abesan High School, Abesan Estate, Ipaja Lagos- SSCE

PROFESSIONAL MEMBERSHIP:

- ❖ Member, Equipment Leasing Association of Nigeria (ELAN)
- ❖ Member, Chartered Institute of Purchasing & Supply Management of Nigeria (CIPSMN)
- ❖ Member, Nigerian Institute of Management (NIM)