

Cindy Johnson
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anywhere, RI 02801
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OBJECTIVE: Fleet Maintenance/ Superintendent/Supervisor

SUMMARY OF QUALIFICATIONS:

- Over 40 years' experience Tank Repair Technician
- Excellent communication skills; oral and written.
- Excellent customer service and organizational skills.
- 8 Years overseas Contracting Maintenance Fleet Division NTV MHE HE equipment
- Computer skills; Microsoft Word, Excel, MAXIMO

CURRENT & MOST RECENT EMPLOYMENT:

ABC Company Maintenance Supervisor Saudi Arabia May 2012- Present

- Maintenance Supervisor vehicle maintenance operations for assigned operation with other units, typically a large FOB or multiple FOB's
 - Manage ongoing operational effectiveness: coordinate's operations with other groups, personnel and internal client.
 - Directs operational planning and ensures the availability of skilled personnel and resources as needed
 - Direct and execute required services in effective, efficient and timely manner.
 - Manage the fleet maintenance and repairs and assists other operations/projects in doing the same.
 - Manage all Fleet Maintenance from forklifts to heavy construction.
 - Manage Equipment Maintenance team to ensure quality, safety, productivity and equipment up time goals are met.
 - Develop ECOD's monitor expenses, open work orders, and manage warranty claims.
 - Analyze work practices to improve repair and service effectiveness Assist in investigations regarding equipment performance and operator error when accidents or near misses occur.
 - Maintain and promote good member relations by consistently applying HR, Safety and Quality policies and procedures.
 - Providing leadership, mentoring, coaching, management, directions, & training
 - Total Assets in Density 180 being supported & maintained different makes, models, year builds, and four different markets build variations – US, European, Middle East, & Far East.
 - Ensure all policies and procedures are in accordance with the DTG and SOPs AR750-1
 - Ensure ASL is ready available and up to date to accommodate servicing and repairs
 - Ensure all Manuals in hard copy and electronic version are available in the shop to meet manufacturers' specifications
- XYZ Logistic Maintenance Supervisor Farah & Zaranj Afghanistan Feb-2012-July-2012**
- Supervised planning for logistical operations of Fleet Vehicle Maintenance Division.
 - Supervised support in tracking supplies and Materials for maintenance functions.
 - Supervised a team of logistics Coordinators and logistics Specialist responsible for the executing and monitoring logistics activities of Fleet Maintenance Division
 - Ensure ASL is ready available and up to date to accommodate Fleet Maintenance Vehicle's
 - Ensure ECOD's LDD's CTR's are done in timely manner
 - Ensure all Manuals are ready and available for the mechanics to meet manufactures specifications
 - Maintain all Service Records, ORR 95% above Status on all Equipment .
 - Maintain good member relations by consistently applying HR, Safety, Quality policies and procedures
 - Provide administrative assistance as requested.
 - Ensure parts and Recourses' are ready available Servicing and Repairs
 - Ensure Equipment NMC parts are ordered highest priority timely manner
 - Ensure required tools and test equipment are readily available
 - Ensure that all vehicles dispatching procedures are in order and timely manner

EFG Maintenance General Foreman Kandahar Afghanistan Dec- 2011 – Feb -2012

- Supervised 3 Foreman's & 30 Mechanics in Fleet Maintenance Division
- Total Assets in Density 380+ being supported & maintained different makes , models, years build

and four different market build variations, US, European, Middle East & Far East

- Supervised the repair of NTV,MHE,HE equipment in all repairs servicing
- Maintained 100% accountability tool room equipment,
- Perform ECOD's LDD's CTR, ECOR's for damage equipment ensured that all parts were ordered in timely manner
- Ensure all parts ordered thru Logistical Section for all equipment of Fleet Maintenance
- Ensure ASL ready available and up to date to accommodate Fleet Maintenance Division
- Coordinate movement for repair parts, service parts, 16 site locations
- Maintained shop readiness Safety, Quality policies and procedures with in Guidelines SOP,DTG, AR750-1&MSOW

EFG Maintenance Equipment Foreman Kandahar Afghanistan May 2010 – Dec 2011

HIJ Maintenance Equipment Foreman Kandahar CJOA Afghanistan Aug- 2005 May 2010

EDUCATION

- North Kingstown High School Graduate

MILITARY TRAINING

- Basic Military Training course
- Track Vehicle Mechanic course & Vehicles
- Tank Turret Maintenance course
- PNOG Leadership Course
- Hazardous Waste Management
- Confined Space Entry Certification
- Risk Management
- Construction Equipment Course
- Heavy Mobile Equipment course
- OSHA Certified
- MVAC Technician Certified

EMPLOYMENT

- 1987 Sept-2000 Military Member
- Oct-2000- Dec-2001 Military Member
- Dec 2001-Dec 2002 Military Member
- Jan 2003-Jan -2005 Operation Enduring Freedom
- Feb-2005 June 2005 Military Member
- July 2005 to May 2010 Overseas Contracting Afghanistan.
- May 2010 to July 2013 Overseas Contracting Saudi Arabia

REFERENCES

Judy Johnson 555-123-4567 (mom)

Carl Johnson 555-123-4567 (dad)