



HAMOU DJAOUDI

Transportation Supervisor / Logistics Coordinator Administrative Support

Al Sadd Doha Qatar

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SUMMARY

Results-driven Logistics Supervisor and Operations Professional with experience in fleet management, transportation coordination, accommodation supervision, and team leadership. Proven ability to manage operations efficiently, ensure safety compliance, and maintain high service standards. Strong background in customer service, emergency response, and team supervision. Physically fit, disciplined, and adaptable professional with international work exposure. Committed to continuous improvement, operational excellence, and contributing to organizational growth through effective leadership and strategic coordination.

PROFESSIONAL EXPERIENCE

Logistics Supervisor / Fleet Controller / Accommodation Supervisor, Al Hazm Mall Jun 2021 - May 2025

- Led transportation and fleet operations, optimizing vehicle utilization and scheduling efficiency.
- Controlled fuel consumption, maintained detailed fleet records, and ensured cost-effective operations.
- Enforced safety standards and preventive maintenance to guarantee vehicle reliability and compliance.
- Oversaw staff accommodation management, resolving issues efficiently to maintain workforce satisfaction.
- Coordinated procurement and logistics of materials and supplies, ensuring uninterrupted daily operations and high service performance.
- Managed petty cash and supported purchasing activities, providing procurement assistance to ensure timely availability of materials, tools, and supplies.

Supervisor – Valet Parking, Abraj Qatar

Jan 2020 - Jun 2021

- Supervised valet operations, ensuring smooth daily workflow and efficient service delivery.
- Enforced safety standards and maintained proper organization of parking areas.
- Managed and trained team members to uphold performance and discipline standards.
- Resolved client concerns professionally and promptly to ensure high customer satisfaction.

Salesman – Fiat & Opel (Algeria)

Jun 2015 - Nov 2017

- Provided professional valet parking services, ensuring safe handling of client vehicles.
- Maintained excellent customer interaction and delivered high standards of service.
- Ensured proper care and protection of company and client property at all times.
- Assisted in maintaining smooth traffic flow and organized parking operations.

Lifeguard - Civil Protection Azefoun Beach (Le Caroubier Algeria) / Part-time

Jun 2015 - Sept 2017

- Provided professional lifeguard services at Plage Azefoun – Le Caroubier, ensuring the safety of swimmers and beach visitors.
- Monitored water conditions and identified potential hazards to prevent accidents.
- Responded quickly to emergency situations, performing water rescues and first aid when required.
- Maintained high vigilance and enforced beach safety regulations at all times.
- Delivered clear instructions and safety guidance to the public to promote a secure environment.

ADDITIONAL INFORMATION

- **Leadership Skills:** Team Leadership & Supervision, Operations Management, Fleet & Transportation Coordination, Staff Performance Management, Decision-Making Under Pressure, Problem Solving, Conflict Resolution, Workplace Safety Enforcement, Service Quality Control, Team Motivation.
- **Technical Skills:** Fleet Management Systems, Vehicle Maintenance Monitoring, Transportation Scheduling, Logistics Coordination, Procurement Support, Accommodation Management, Fuel Consumption Tracking, Documentation & Record Keeping.
- **Languages:** Arabic, French, English, Tamazight.
- **Certifications:** Light Driving License (Qatar), Microsoft Office - Word, Excel, Powerpoint, High School
- **Awards/Activities:** Led transportation and accommodation teams at Al Emadi Enterprises (Alhazm Mall), ensured operational efficiency and safety compliance, contributed to high customer satisfaction in valet and automotive sales roles.

ACHIEVEMENTS & SPORTS ACTIVITIES

- **National Champion** – Vovinam (Vietnamese Martial Arts), Algeria (2012), demonstrating exceptional discipline, competitive excellence, mental resilience, and high-performance athletic ability.
- **Active football player** with USDS Club, Algeria, showing strong teamwork, commitment, and physical endurance, 2012-2017.