

# RESUME

## Sohail Khan

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### Professional Summary

Result-driven **DMC Counsellor & Driver Safety Trainer** with hands-on experience in **fleet monitoring, Defensive Driving Training (DDT), driver counselling, vehicle inspection, and Journey Risk Assessment (JRA)** at industrial sites. Skilled in **GPS tracking, route planning, and MIS reporting** to improve **driver behaviour, safety compliance, and fleet efficiency**. Proven ability to conduct **safety trainings, surprise checks**, and implement road safety programs to **reduce incidents** and ensure timely operations.

### Work Experience

#### **Chola MS Risk Services**

##### **DMC Counsellor | Hindustan Unilever Limited, Kolhapur**

*Dec 2025 – Present*

- Conducted Pre & Post Driver Counselling to improve driver behaviour and reduce safety violations
- Performed Pre-Trip and Post-Trip Vehicle Inspections to ensure vehicle safety and compliance
- Delivered Defensive Driving Training (DDT) to enhance driver awareness and accident prevention
- Conducted Safety Stand-Down / Safety Stand-Out activities to promote strong safety culture
- Prepared Daily MIS Reports and Monthly Performance Reports to track driver performance and fleet efficiency
- Designed and delivered Training PPTs for safety awareness and driver improvement programs
- Analysed GPS violation reports and conducted counselling sessions to reduce over-speeding and unsafe driving
- Monitored vehicle movement and driver performance using GPS tracking systems
- Conducted accident reporting and investigation to identify root causes and improve fleet safety
- Prepared detailed incident reports and implemented corrective actions to prevent future accidents

##### **DMC Counsellor & Fleet Safety Trainer | Vedanta Aluminium Ltd, Jharsuguda**

*Aug 2025 – Nov 2025*

- Delivered Defensive Driving Training (DDT) to improve safe driving practices and reduce accident risks.
- Conducted daily Tool Box Talks (TBT) on road safety, fatigue management, and compliance awareness.
- Performed Journey Risk Assessment (JRA) for routine and long-distance trips to minimize operational risks.
- Carried out Pre-Trip and Periodic Vehicle Inspections to ensure fleet safety standards.
- Conducted Surprise Checks to monitor driver compliance with safety and operational guidelines.
- Executed Mystery Follow-ups to assess real-time driver behaviour and identify improvement areas.
- Implemented Reward & Recognition (R&R) programs to encourage safe driving and improve driver performance.
- Conducted accident reporting and investigation to identify root causes and improve fleet safety.
- Conducted surprise checks on drivers and vehicles to ensure compliance with safety and operational standards.

## Shiva Transport Pvt Ltd.

### Driver Safety Trainer | Tata Steel Jamshedpur

Aug 2023 – Aug 2025

- Conducted driver safety and Defensive Driving Training programs for commercial drivers.
- Educated drivers on traffic rules, fatigue management, and accident prevention techniques.
- Performed driver assessments and counselling sessions to improve driving behaviour.
- Supported fleet safety initiatives and ensured compliance with road safety standards.
- Assisted in improving driver efficiency and reducing unsafe driving incidents.
- Planned and optimized routes to ensure timely delivery and reduce travel time (TAT improvement).
- Coordinated with drivers for timely trip completion and improved roundtrip TAT.
- Supported fleet monitoring, driver utilization, and coordination for smooth logistics operations

### Skills:

- MIS Reporting & Data Analysis
- Route Planning & TAT Optimization
- Fleet Monitoring & GPS Tracking
- Data Visualization (Basics)
- Fleet & Operations Skills
- Driver Communication & Counselling
- Leadership & Team Coordination
- Presentation Skills (PPT, Canva)
- Power BI & Dashboard Creation
- Efficiency & Cost Control

### Academics Records

Examination	Board/University	Year	Percentage / CGPA
Diploma in Industrial Safety Management	MsiTi, Jamshedpur	2023	76%
B. Com	BBMK University, Dhanbad	2022	7.4 CGPA
12th	JAC, Ranchi	2019	58%
10th	CBSE	2017	7.4 CGPA

### Certifications

- **Diploma in Computer Applications** from **Institute of Computer Studies**, Dhanbad
- **Program in Logistics and Supply Chain Management** NIIT Foundation (Duration: 1 Month)

### Trainings /Internship

- **HMV DDT Training** from **Manvin Safest Services Pvt Ltd**, Jamshedpur Jharkhand

### Hobbies and Interests

- Team-Based Sports (Cricket, Football).
- Learning New Tools & Technologies.
- Problem Solving Activities

## PERSONAL INFORMATION

Date of Birth: - 09/10/2000

Nationality: - Indian

Father's Name: - Tufani Khan

Languages Known: - English, Hindi

## DECLARATION

I hereby declare that the information mentioned above is true and correct to the best of my knowledge and belief.

Place:

Date:

*Shail Khan*

Signature