

# Rajesh kumar raveendran

Rajeshpulikal85@gmail.com

## Supervisor

0525475747  
Abu Dhabi, UAE

- Experienced and dedicated Gas Station Supervisor with over 14 years of hands-on experience in the petroleum industry. Proven track record of efficiently overseeing daily operations, ensuring excellent customer service, and maintaining high safety and operational standards. Adept at managing a diverse team, handling inventory, monitoring fuel quality, and ensuring compliance with environmental and safety regulations. Skilled in budgeting, cost control, and optimizing workflows to improve profitability. Known for a strong work ethic, problem-solving abilities, and commitment to maintaining a safe and positive work environment. Actively seeking a new opportunity to leverage my expertise in gas station operations, team leadership, and customer service to contribute to a dynamic organization.

## Work Experience

### SUPERVISOR

September 2011 - Present

Abu Dhabi National Oil Company

- **Team Leadership & Staff Management:** Proven ability to manage, train, and lead teams of gas station attendants, ensuring high levels of productivity, safety, and customer satisfaction. Skilled in fostering a collaborative and motivated work environment.
- **Fuel Systems & Equipment Management:** Expertise in managing fuel dispensing systems, storage tanks, and pumps, including routine maintenance, troubleshooting, and ensuring proper fuel quality standards are met.
- **Inventory Control & Supply Chain Management:** Strong background in managing fuel inventory and retail product stock, optimizing supply levels, and maintaining accurate inventory records. Skilled in forecasting demand and reducing stock-outs.
- **Safety & Regulatory Compliance:** Extensive knowledge of safety standards, including OSHA, EPA, and local regulatory requirements. Ensures compliance with hazardous materials handling, environmental standards, and workplace safety protocols.
- **Point of Sale (POS) Systems & Cash Management:** Proficient in POS system operation, cash handling, daily reconciliation, and financial reporting. Experience ensuring cash accuracy, preparing financial summaries, and managing financial transactions efficiently.
- **Customer Service Excellence:** Strong communication and problem-solving skills to address customer needs, resolve complaints, and maintain a positive customer experience. Focused on maintaining high service standards and customer satisfaction.

- Preventive Maintenance & Equipment Troubleshooting: Skilled in scheduling and overseeing preventive maintenance for fuel pumps, dispensers, and other equipment, minimizing downtime, and ensuring uninterrupted station operations.
- Environmental Health & Safety (EHS) Management: Knowledgeable in spill response, leak detection, and emergency protocols, with experience implementing health and safety procedures to mitigate environmental impact.

## **Personal Information**

Date of birth: 26-01-1985

Nationality: Indian

Marital status: Married

Passport No: S3652715

Visa Status: Employment visa

## **Education**

**Kerala University**

September 2002 – March 2005

BA English

## **Languages**

English

Hindi

Arabic

Malayalam

## **Technical skills**

MS Word

MS Excel