

Dale Koski

Owner Operator / Driver / mechanic / dispatcher - Advantage Logistics

Houston, TX

bigcheesy96@gmail.com - 713-291-4831

Goal and results driven professional with the ability to problem solve, multi-task, and effectively interact at all levels of

an organization with an exceptional talent for deadlines, and time management. I am able to persist and finish projects despite obstacles, follow instructions or take action and address opportunities with little supervision; and take

extra steps to prevent mistakes or create opportunities.

Authorized to work in the US for any employer

WORK EXPERIENCE

Owner Operator / Driver / mechanic / dispatcher

Advantage Logistics - June 2004 to Present

Responsible for multiple incoming calls, dispatching drivers, training relief drivers, day to day operations of a Hot

Shot company. Further responsibilities consist of delivery arrangements, scheduling pick-ups, organizing load criteria for multiple stops, producing weekly and quarterly reports, maintaining all driver logs and vehicle maintenance reports for individual drivers and trucks. Communicating with customers on Hot or Rush deliveries and executing on time delivery to the various oil rigs in Texas and surrounding states.

EDUCATION

Riverside Unified School

1987 to 1988

ADDITIONAL INFORMATION

Invoicing Planning/Scheduling Sales

Database Entry Customer Service Maintenance logs

Dispatching On time Deliveries Maintaining driver logs

Qualifications

Electronic-mail, word processing, and spreadsheet programs

Typing - 40+ wpm, Facsimile, Scanner

Excellent verbal, written and interpersonal skills

Dependable and prompt