WILLIAM OKAFOR

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SUMMARY OF QUALIFICATIONS

- Planner who keeps loads moving and customers informed.
- Experience across 3 employers, most recently as Transport Planner at Eastport Logistics.
- Good with numbers, routes and deadlines.
- Known for clear communication with colleagues and for following work through to the end.

EDUCATION

Leeds Beckett University — **Leeds**
BA Logistics and Supply Chain — *2019*

PROFESSIONAL EXPERIENCE

Eastport Logistics — **Toronto, ON**
Transport Planner — *Jul 2025 – Present*

- Planned delivery routes for a fleet of 17 vans.
- Produced a weekly fuel and mileage report for the fleet manager.
- Worked with the warehouse on daily trailer loading plans.
- Kept the transport management system up to date for every load.
- Investigated delivery complaints and claims for damaged goods.

Ridgeway Transport — **Toronto, ON**
Logistics Coordinator — *Apr 2024 – Jul 2025*

- Negotiated rates with three regional hauliers.
- Coordinated international shipments and customs paperwork with freight forwarders.
- Planned trunking between depots to keep vehicles full.
- Booked carriers and tracked loads through to delivery.

Ridgeway Transport — **Toronto, ON**
Logistics Administrator — *Aug 2022 – Apr 2024*

- Kept drivers' hours and vehicle checks paperwork in order.
- Handled customer delivery queries and failed-delivery rebooking.
- Reported weekly on on-time delivery rates.

INITIATIVES

Route optimisation trial

- Planned and delivered it alongside day-to-day work, with a written plan and agreed success measures.
- Shared the results with the wider team and kept the documentation up to date.

Carrier scorecard

- Planned and delivered it alongside day-to-day work, with a written plan and agreed success measures.
- Shared the results with the wider team and kept the documentation up to date.

TECHNICAL SKILLS

General: Microsoft Excel, Route planning software
Languages: English (Fluent), German (B2)

CERTIFICATIONS

- CPC Transport Manager (studying)
- Excel for Business

EXTRA-CURRICULAR ACTIVITIES

- Mentor for a school careers programme, helping students with CVs and mock interviews.
- Volunteer at a local food bank twice a month.

REFERENCE

Ethan Vega
HR Director, Eastport Logistics
Contact: ethan@example.com