

Niko Desai

📞 (847) 555-6032 ✉️ niko.desai@example.com

🌐 linkedin.com/example/nikodesai 📍 Arlington Heights, IL 60005



SUMMARY

Early career transportation candidate with supervised youth transportation practice and structured van driver training. Holds a **valid driver's license** with more than three years of driving history, plus First Aid, CPR, AED, and defensive driving credentials. Completed pre trip and **post trip inspections** covering brakes, lights, tires, emergency exits, safety equipment, and vehicle condition. Guides orderly boarding and unloading, checks seatbelts, supports mobility needs, and follows approved pickup lists. Communicates delays, behavior concerns, and mechanical issues through clear English language updates. Keeps vehicles clean and sanitary, follows traffic laws and **transportation procedures**, and maintains calm customer service with students and families. Prepared for **split morning and afternoon routes**, field trips, special events, safety sensitive work, and ongoing professional driver training.

EDUCATION

Associate of Arts in General Studies

Harper College GPA: 4.0

2026

Palatine, IL

Coursework: Transportation safety, child development, communication, community service

TECHNICAL SKILLS

- **Vehicle Safety Checks:** Brakes, lights, tires
- **Emergency Equipment:** Emergency exits, safety equipment, inspection checklists
- **Student Boarding:** Seatbelts, loading, unloading
- **Route Operations:** Approved pickup lists, morning routes, afternoon routes
- **Transportation Communication:** Dispatch updates, delay reports, family updates
- **Safety Regulations:** Traffic laws, transportation procedures, safety standards
- **DOT Compliance:** DOT safety sensitive rules, 49 CFR Part 40, drug testing
- **Vehicle Care:** Cleaning, sanitation, vehicle condition
- **Passenger Support:** Mobility aids, student supervision, behavior concerns
- **Driver Training:** Defensive driving, safe stops, distraction prevention

SKILLS

- | | | | |
|--------------------------|-----------------------|--------------------------|--------------------------|
| • Student transportation | • Seatbelt assistance | • Traffic law compliance | • Dispatch communication |
| • Pre trip inspections | • Route communication | • DOT safety awareness | • Student supervision |
| • Post trip inspections | • Vehicle cleanliness | • 49 CFR Part 40 | • Emergency equipment |
| • Safe boarding | • Customer service | • Mobility aid support | |

EXPERIENCE

Student Transportation Volunteer

January 2026 - Present

Community Youth Program

Schaumburg, IL

Supports supervised local youth routes with organization vehicles, approved pickup lists, safety procedures, family communication, vehicle care, and coordinator escalation. Work centers on safe student service and dependable route operations.

- Drove supervised youth routes using approved pickup lists and **traffic laws**, supporting dependable arrivals.
- Completed pre trip checks of tires, lights, brakes, safety equipment, and vehicle condition.
- Guided orderly **boarding** and **unloading**, checked seatbelts, and supported safe vehicle movement.
- Reported route **delays** and participant concerns through coordinators, helping families receive timely updates.
- Cleaned vehicle interiors after trips and reported mechanical concerns before the next **dispatch**.
- Applied calm **customer service** with students and families during routine transportation interactions.

Van Driver Training Participant

September 2025 - December 2025

School Transportation Simulation

Arlington Heights, IL

Completed supervised transportation training focused on **school** route planning, safe stops, inspection routines, boarding assistance, dispatch scenarios, customer service, and Department of Transportation safety sensitive expectations.

- Completed simulated morning and afternoon routes with safe stops and schedule adherence.

- Practiced inspection checklists covering **brakes**, lights, tires, **emergency exits**, and cleanliness.
- Demonstrated boarding procedures, seatbelt checks, mobility assistance awareness, and distraction prevention.
- Resolved simulated delays, **behavior concerns**, family calls, and mechanical reports through escalation paths.
- Reviewed Department of Transportation **safety sensitive** expectations and **49 CFR Part 40** requirements.
- Completed English communication exercises for policies, dispatch updates, and family service.

PROJECTS

Student Route Safety Simulation 📅 2025

Built practical readiness through supervised route planning, vehicle inspection drills, boarding practice, dispatch scenarios, and clear communication exercises. Each session connected careful preparation with safer service for students and families.

LEADERSHIP & AWARDS

- Community Service Recognition, 2026
- Safe Driving Coursework Distinction, 2025
- Youth Transportation Service Recognition, 2026

CERTIFICATIONS

- American Red Cross Adult and Pediatric First Aid/CPR/AED 📅 2026
- Defensive Driving Course Certificate 📅 2025

PROFESSIONAL AFFILIATIONS

- Youth Program Transportation Volunteer, 2026
- Campus Community Service Association, 2025 to 2026

LANGUAGES

- English (Native)
- Gujarati (Proficient)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST