

# Sofiia Tsvitynska

Chicago, IL | (773) 914-3783

## Safety & Compliance Specialist | Trucking Industry | 7+ Years of Experience

Results-driven Safety Specialist with over 7 years of experience in the trucking industry. Strong background in driver compliance, safety management, DOT regulations, fleet documentation, and IRP administration. Proven ability to manage safety operations, reduce risks, and ensure compliance.

### Core Competencies

- DOT Compliance & Safety Management
- Driver Qualification (DQ Files, PSP, MVR)
- Driver Hiring & Onboarding
- Hours of Service & Logbook Management
- Inspections & Claims Processing
- Drug & Alcohol Testing (Pre-employment & Random)
- DataQ & Violation Management
- Ticket Handling via TVC
- Safety Training & Driver Orientation
- Fleet Documentation (Trucks & Trailers)
- IRP Registration & Renewals
- Systems: ProTransport, Alvys, Samsara, Relay, CAT Scale, Motive

### Experience

Safety Specialist (7 years)

- Managed full-cycle safety and compliance operations for drivers and fleet
- Led driver onboarding and contracting process, ensuring compliance with DOT regulations
- Conducted safety training and orientation for new drivers
- Oversaw inspections, violations, and claims management
- Maintained compliance records and improved safety performance
- Coordinated with legal services (TVC) on traffic violations
- Managed drug & alcohol testing programs
- Processed IRP registrations, renewals, and fleet updates
- Monitored driver compliance and HOS through Motive ELD platform