This is to express my interest in – Territory Manager (Retail) - my resume is enclosed for your review. Given my closely experience and excellent capabilities I would appreciate your consideration for this position.

For more than five years I have been working in Oil & Energy downstream sector and Terminals as well, the responsibilities include:

Direct and coordinates marine petroleum terminal activities concerned with delivery of crude and lube oil, and other petroleum products to, and receipt from tankers or ships; storing of products in terminal tanks; transfer of products by pipelines

Review data, like vessel arrival date and manifest of cargo showing types quantities of products to be offloaded or delivered, in order to plan work activities

Determine if storage tanks have capacity to hold quantities of products being discharged or quantities of products to be loaded, using gauging reports showing contents levels in each tank

Notify pipeline or refinery personnel of transfer requirements

Direct and coordinates, through subordinate supervisory personnel, connecting of oil transfer hoses, lining up of cross-connections valves to pump products into or from vessels tanks or storage tanks

Coordinate activities, like gauging of tanks, recording tank contents temperature, and obtaining samples of products for analysis, to make sure specified quantities types of products are received or delivered

Country crude and condensate decantation via tank trucks/bowsers

Direct preparation of reports on receipt or delivery to from vessels, pipeline, or storage tanks

Prepare report on status of storage tanks contents quantities of products in each tank

Requisition and schedules repair and maintenance work on terminal facilities equipment for periods when oil movements are not scheduled.

I appreciate your time taken to review my credentials and experience. I look forward to being interviewed at your earliest convenience.

**Sincerely**   
Muhammad Sajid