

CURRICULUM VITAE

PERSONAL DETAILS

Name : Filson Kapachika

Nationality : Zambian

NRC Number : 560274/11/1

Gender : Male

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Medical Stores Ltd
Mukwa Road
P.O. Box 30207
Lusaka – Zambia

PROFESSIONAL QUALIFICATION		
Year	Institution	Qualification
2008	Hilburn Transport Training Consultants	In-House Defensive Driving Certificate
2006	Zambian Breweries Group	Driver – Salesman Beverage Service Certificate
1999	Task Training	Effective Supervision and Management Certificate
1997	Zambia Bata Shoe Company	Administration Course Certificate
1996	Zambia Bata Shoe Company	Basic sales and advanced sales certificate
1993	University of Zambia	Business and marketing management certificate

ACADEMIC QUALIFICATIONS		
Year	Institution	Qualification
1987 – 1989	Munali Secondary School	School Certificate
1985 – 1986	Nankhunda Major Seminary (Malawi grade 9 – 10)	Junior School Certificate
1982 – 1984	St. Stanislaus Minor Seminary (Malawi) Grade 8	Grade 8 Certificate

WORK EXPERIENCE

1. 2008 – 2020 MEDICAL STORES LTD

Position: Driver / Distribution clerk

Responsibilities

- ❖ Driving delivery trucks as well as executive vehicles
- ❖ Checking and loading stock on the truck using relevant documents
- ❖ Delivering medicines and pharmaceutical products to health facilities throughout the country using the right documents put in place by medical stores Ltd and ministry of health
- ❖ Doing vehicle pre-checks everyday in the morning
- ❖ Driving staff to health facilities
- ❖ Timely submission of delivery documents to warehouse distribution clerk each time I am back from a delivery trip.
- ❖ Ensure cleanliness of the truck / vehicle to be used
- ❖ Liaising with head office to resolve product challenges faced in the field.

2. 2005 – 2008 ZAMBIA BREWERIES GROUP

Position: Delivery Driver

Responsibilities

- ❖ Delivery company products to agents and customers
- ❖ Ensure stock on the truck correspond with what is on the dispatch note before departure into the field
- ❖ Transacting on cell phone with celpay to confirm payments for goods delivered
- ❖ Declaring stocks returned from the market as well as empties to the receiving office.

3. 2000 – 2004 ZAMBIA BOTTLES LTD

Position: Delivery Driver

Responsibilities

- ❖ Delivering of soft drinks to company agents and customers
- ❖ Merchandising company cooler/fridge in outlets
- ❖ Calling on customers on their call days
- ❖ Balancing route dales and cashing money to the company cashier on daily basis before knocking off.

4. 1993 – 1998 ZAMBIA BATA SHOE COMPANY

Position: Sales Representative

Responsibilities

- ❖ Identifying products problem in relation to customer complaints and advising management on the same.

- ❖ Conducting market research
- ❖ Collection of debt
- ❖ Organizing weekly sales for management analysis
- ❖ Visiting customers to promote business relations and hear their grievances
- ❖ Ensure prompt delivery of products to customers
- ❖ Updating management with market requirements

5. 1991 – 1992

DAIRY PRODUCE BOARD

Position: Salesman

Responsibilities

- ❖ Supervising fellow group salesman
- ❖ Verifying sales returns with the receiving clerk
- ❖ Verifying amount of goods dispatched and their state before taking them to the market.

REFEREES

1. **Jordan Shumba**

Distribution Supervisor

Zambia Breweries Group

Cell No: +260 977 844 151

2. **Abel Phiri**

Senior Officer

RTSA

Sesheke Branch

Cell No: +260 977 807 970

3. **Felix Checle**

Transport Officer

Medical Stores Ltd

Cell No: +260 977 177 857