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| **4     35x40.jpg** Personal profile: **NAME**: KIZZA MARXEL JOHN  **SEX:** Male.  **Nationality**: Ugandan.  **Visa**: Visit Visa.  **Phone**: +971586703744.  Email: **marxelbasingwa@yahoo.com**  Languages:  English.  Referees:  Available upon request |

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| CURRICULUM VITAE |
| Career objective |

Working in an ambitious company both national and international with company objectives that are well defined and my skills and abilities are well enhanced with or without minimal supervision.

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| Education Background. |

* International Diploma in logistics and transport (CILT).
* International Professional Certificate in Logistics and Transport (CILT).
* BSc in Oil and Gas Management at Uganda Christian University.
* International Health and Safety Passport with Engineering Construction Industry Training Board (ECITB).

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| Professional Development |

* Supply chain management.
* Attention to detail.
* Team player.

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| Work experience |
| * **STOREKEEPER - SPEDAG INTERFREIGHT – UAE – 3 YEARS.** |
| **Responsibilities** |

* Inspecting deliveries for damage and discrepancies; reporting those to accounting for reimbursements and record keeping.
* Coordinating the handling of freight, the movement of equipment and necessary minor repairs.
* Replenishing supply inventories following the company guidelines.
* Receiving, inspecting and verifying incoming goods against purchase orders and delivery notes.
* Monitoring stock levels and reordering supplies as needed to maintain optimal inventory levels.
* Picking, packing and preparing orders for shipment to clients.
* Conducting regular stock counts and reconciling discrepancies between physical stock and system records.

**Achievements.**

* Reduction of fulfilment times by 15% resulting in less time being worked on each client.
* Listed the best employee at observing Occupational health and safety regulations.

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| * **STOREKEEPER - UNION LOGISTICS – UGANDA - 2 YEARS.** |
| **Responsibilities**. |

* Organize warehouse space in a manner compliant to organisational health and safety regulations.
* Checking, verifying and filling customer invoices.
* Keeping the warehouse clean and organised daily.
* Abiding by all company safety and hygiene regulations.
* Inspecting products for defects and damages.
* Tagging and labelling items.
* Communicating with clients regarding delays or problems.
* Updating inventory with received items.
* Comparing purchase orders with invoices and packaging lists.

## Computer skills.

* Microsoft office word
* Internet and email.
* Microsoft excel.

## Competences.

A meticulous and articulate communicator with strong writing and presentation skills ; ability to develop strategic plans, sound judgements and compelling arguments. Outgoing in a bid to meet company goals and targets. Exceptional interpersonal skills and maintenance of relationships at all levels. Effective working both independently and in a team. Able to efficiently handle the demands of multiple projects in detail.

Projects**.**

* Volunteering at Nature Uganda as an active member.
* Member of SPE Uganda chapter- Oil and Gas.

Hobbies.

* A keen interest in rugby, meeting new people and reading.