



KAZIBWE JIM

DUBAI, UAE Visit Visa

+971522597241 | ranj531@gmail.com

Objective

I am a sales person with experience in data entry, security and warehousing who is self motivated, results oriented and keen to detail offering a combination of accurate data processing and public relations which are demonstrated through my skills and supported by exceptional experience of more than 10 years.

Personal Details

- Date of Birth : 08/11/1988
- Marital Status : Married
- Nationality : Ugandan
- Religion : Muslim
- Gender : Male
- Place : Dubai

Education

- **MAKERERE UNIVERSITY** 2012
BACHELOR DEGREE IN COMPUTER SCIENCE (ATTESTED)
3.34/5
- **MENGO SENIOR SCHOOL** 2007
HIGH SCHOOL (ATTESTED)
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Experience

- **JIM IMRAN WORKS (MOBILE MONEY AGENT)** 2017 - 2024
SALES REPRESENTATIVE (MTN UG, AIRTEL UG, STANBIC BANK UG AND EQUITY BANK UG)
 - Welcoming customers and processing their requests accordingly.
 - Registering, updating and deactivating sim cards.
 - Assisting customers in opening, closing and managing bank accounts.
 - Handling sales of company merchandise like phones, phone accessories and modems.
 - Processing withdraws deposits and other customer transactions like paying bills and taxes for the customer with cash, credit and debit cards.
 - Ensuring the cash register is balanced at the end of every shift.
 - Assisting and explaining to customers the use new products and services.
- **African skies limited (Uganda)** 2016 - 2017
Logistics Assistant
 - Invoicing
 - Inventory
 - Carrying out a COO application from Uganda Revenue Authority
 - Inbound process
 - Out bound process
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- **African skies limited (Uganda)** 2012 - 2016
Warehouse assistant
 - Inbound this is where we do;
 - Unloading, receive invoice and packing list for the inbound shipment and see that the items tally and unload the shipment from trunk,trailer or ULDs. In case of damage, short or excess received report to FIC or supervisor and fill up MDN report.
 - Segregation, accurately segregate the items manual receive by RF scanner and put away to the stage to location in the warehouse using a PPT.
 - Out bound this is where we do;
 - Accurately pick the items as the pick list from the location for out bound shipment, print out the drop ID manifest and stick.
 - Tally all items on the pick list, FCDN check all details and move drop ID to Load ID then load to the trucks or containers.
- **Saracen Uganda limited** 2010 - 2012

Security officer

- Guarding building grounds
- Operating CCTV cameras.
- Checking and setting alarm systems.
- Monitoring access control systems.
- Checking fire systems and equipments.

Skills

- Well advanced in computer operation(Proficiency in MS Office and data programs.)
- Physical Stamina;I have the ability to handle and move materials, which may require physical effort.
- Attention to detail with an ability to spot numerical errors.
- Fast typing skills; with high knowledge of touch typing system
- POS machine and RF scanner; I know how to use both machines
- Organizational Skills in managing inventory and storage space efficiently

Languages

- English

Additional Information

SIRA certified