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**PERSONAL DATA:**

* **Sex: Male**
* **Languages**: **English (fluent in speaking and writing)**
* **Marital Status: Married**
* **Date of Birth: 15th May 1983**
* **Position Applied for: Food & Beverages Production Supervisor**

**EXPERIENCE SUMMARY:**

* **Ten (10) Years** of cumulative experience in Food & Beverages Industry; providing Customer service, supervisory responsibilities in multinational Companies.
* An unwavering commitment to customer service, with the ability to build productive relationships, resolve complex issues and win customer loyalty.
* Hard working / team work –building skills – listen attentively, solve problems creatively and diplomacy to find common ground and achieve win-win outcomes.

**CAREER OBJECTIVE:**

I am an experienced and talented person aspiring to enhance my career in a goal oriented multinational company where I can use my skills and experience for the growth of the company. I give my unwavering loyalty to whoever that is willing to employ me and benefit from my service and promise to be faithful to myself, work and others and above all to ensure that my contributions is for the advancement of my company.

**EDUCATIONAL QUALIFICATIONS:**

* Higher National Diploma (HND Graduate) in Marketing Management

(Certificate is certified by UAE Embassy) Abia State Polytechnic, Aba 2009-2011

* Proficiency in the use of Computer Software (Ms Word, Power Point and Excel)

USK-Kopiers Computer Training Institute 2008-2010

* National Examination Council (NECO) O’ Level

Masuna International Secondary School 1998-2004

**ORGANIZATION AND PERSONAL SKILLS:**

* Communication and interpersonal skills - **Advance**
* Customer orientation and Relationship - **Advance**
* English language and writing - **Advance and Excellent**
* Proven marketing and sales ability
* Ability to work under Pressure and Tight Schedules
* Ability to work in a multicultural environment as both a team member and a leader in proactive decision making.
* Ability to Work to Specifications within given time frames

**RELEVANT WORK EXPERIENCE**

**UAC FOODS March 2007- March 2014**

**Position: Production/ Logistics Supervisor**

**Duties:**

* Establish or monitor specific supply chain-based performance measurement systems.
* Create policies or procedures for logistics activities.
* Plan or implement material flow management systems to meet production requirements.
* Maintain metrics, reports, process documentation, and customer service logs.
* Monitor product delivery processes to ensure compliance with regulatory or legal requirements.
* Ensure carrier compliance with company policies or procedures for product transit or delivery.
* Direct distribution center operation to ensure achievement of cost, productivity, accuracy, or timeliness objectives.
* Design models for use in evaluating logistics programs or services.
* Negotiate with suppliers or customers to improve supply chain efficiency or sustainability.
* Recommend purchase of new or improved technology, such as automated systems.
* Plan or implement improvements to internal or external logistics systems or processes.
* Collaborate with other departments to integrate logistics with business systems or processes, such as customer sales, order management, accounting etc.

**Key Accomplishments:**

* Manage a high-volume workload within a deadline –driven environment and consistently met performance in all areas (speed, accuracy, volume).
* Helped company attain the highest customers service ratings ( as determined by external auditors).
* Achieved targets on monthly basis with support of team members
* Officially commended for initiative, enthusiasm, tenacity persuasiveness and intense customer focus.
* I have proven to be an honest and hardworking staff and as a result of my competence contribution, in 2009 under UAC Foods Company, I was awarded the “ACTION SUPERVISOR”.

**UAC FOODS 2005 - 2007**

**Position: Food Production Staff**

**(Pastry & Cake Designer)**

**Duties:**

As a production staff, we engage in the production of the following pastries: meat pies, fish pie, egg rolls, chicken pies, doughnuts, puff rolls, sandwiches, beef roll, bread, burgers etc. I also worked as “**a cake designer”** hence can produce different type of cake using different icing perfectly, example; wedding cake, birthday and anniversary cake, occasion cake in

**Key Accomplishments:**

* Manage a high-volume workload within a deadline –driven environment and consistently met performance in all areas (speed, accuracy, volume).
* Helped Sectional Heads attain the highest production ratings ( as determined by external auditors).
* Achieved targets on monthly basis with support of team members
* Officially commended for initiative, enthusiasm, tenacity persuasiveness and intense hard work and dedication to duties
* I have proven to be an honest and hardworking staff and as a result of my competence contribution and team work UAC Foods Company ranked best among its contemporaries.

**CENTURY PALACE HOTEL FEB 2002 – DEC 2004**

**Position: Kitchen Staff**

**Duties:**

* Preparing of dishes according to standard recipe
* Adhering to quality assurance on food handling and processing
* Washing and keeping all cooking utensils and surroundings clean at all time
* Keeping of all company’s rules on hygiene and cleanliness
* Mobbing and cleaning of tiles with disinfectants as stipulated
* Reporting all malfunctioning cooking utensils/equipments to quality department
* Using the appropriate machines/equipment at the right time
* Been careful in food handling
* And any other duties as may be required in the kitchen

**ADDITIONAL PROFESSIONAL CERTIFICATE OBTAINED**

2013 Basic First Aid and CPR Department of Petroleum Resources

Novelle Center

2013 Risk Assessment and Fire Safety Department of Petroleum Resources

Novelle Center

2013 Health and Safety at Work (HSE 1, 2, 3) British International Safety

Organization Novelle Center

**HOBBIES:** Reading, Traveling**,** Making Friends