**CURRICULUM VITAE**

NAME : Ernest

DATE OF BIRTH : 13 May 1989

NATIONALITY : Ghanaian

CURRENT LOCATION : UAE Dubai

CURRENT CAMPANY : Transguard Group LCC

(EMIRATE SKY CARGO)

EMAIL : [ernest.374271@2freemail.com](mailto:ernest.374271@2freemail.com)

***POSITION: FORKLIFT OPERATOR***

**PERSONAL SUMMARY**

I am a highly resourceful, flexible, innovative, enthusiastic and hardworking Ghanaian young man. I have extensive knowledge to produce efficiency at work. I have a very good experience in warehousing and forklift operating. I am a computer literate with experience in Microsoft word and excel. I have good oral and written communication skills in English language. I therefore wish to apply for the position of a forklift operator or any other position that my education, experience, and skills will qualify me for. I am ready to work hard in the best interest of the company.

**EDUCATIO0NAL BACKGROUND**

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| --- | --- | --- |
| ***SCHOOL*** | ***CERTIFICATE*** | ***YEAR*** |
| Kumasi Polytechnic | Diploma  (Accounting) | 2008 to 2010 |
| Boa Amponsem Senior  High School | Senior High Certificate | 2004 to 2007 |
| Tammac Computer Training School | Diploma in Information Technology. | 2010 |

**ADDITIONAL QUALIFICATION**

* UAE Forklift driving license.
* Emirate sky cargo warehouse operating permit.
* Home country (Ghana) driving license.
* Red Cross safety and first aid training.
* IATA training on:
* Ramp safety Induction.
* Fundamentals of baggage handling
* Handling of dangerous goods.
* Aviation security awareness.
* Computer training on:
* Microsoft word.
* Microsoft Excel.

**WORKING EXPERIENCE**

|  |  |  |  |
| --- | --- | --- | --- |
| ***COMPANY*** | ***POSITION*** | ***COUNTRY*** | ***YEAR*** |
| C.D.H. Commodities Ltd | Forklift Driver | Ghana | 2010 to 2012 |
| C.D.H. Commodities Ltd | Warehouse Keeper | Ghana | 2012 to 2015 |
| Emirate sky cargo (Dubai International Airport) | Cargo loader | UAE | 2015 to 2016 |
| Emirate sky cargo (Dubai International Airport) | Junior cargo assistant | UAE | 2016 to 2017 |
| Emirate sky cargo (Dubai International Airport) | Forklift operator | UAE | March 2017 to date |

**MY DUTIES IN MY CURRENT AND PREVIOUS POSITION(S)**

***As a junior cargo assistant, I was assisting the senior cargo assistants in the following:***

* Supervising the porters (loaders) in loading and offloading of cargo
* Supervising the porters (loaders) to break down cargo.
* Supervising the porters (loaders) to build up cargo
* Writing of daily reports and summery at the warehouse.
* Receiving of cargo from customers and other freighters.
* Forwarding of cargo after build up.

***My duties in my current position as a forklift operator are as follows:***

* Using the forklift to transfer cargo from one place to the other within the warehouse.
* Using the forklift to load and offload cargo on pallets and skids.
* Using the forklift to offload cargo from trucks to the warehouse.
* Using the forklift to load cargo from the warehouse to trucks

**SKILLS AND COMPETENCIES**

* Excellent knowledge of English language
* Ability to work for a long period
* Safety conscious
* Ability to work under all weather conditions
* Able to work effectively with or without supervision
* Good inter personal relationship
* Computer literate in Microsoft word and Excel
* Maturity
* Patience
* Etc.