**GEORGE**

Email: [George.331303@2freemail.com](mailto:George.331303@2freemail.com)

**Objective:**

To develop my talent and skills for positive change, enhance my competence, gain exposure, so that I may apply my knowledge and experience for the benefit of growth and development of the society.

**Bio Data: Date of birth:** 09thJun 1979

**Gender:** Male

**Nationality :** Kenyan

**Languages:** English,swahili

**EDUCATION**

**2015: Department of protective systems Dubai**

**2003: Institute of Freight Forwarding and Management**

Diploma: Clearing, Forwarding and shipping Management

**2001:** **Ruiru High School**

Certificate: Kenya Certificate of Secondary Education

**1996:** **Harambee Khalsa Primary School.**

Certificate: Kenya Certificate of Primary Education

**Personal profile:**

* A person of integrity, self disciplined, self motivated and a team player
* Smart, presentable and professional
* Excellent negotiation and persuasive skills
* Honest, eloquent and confident
* Ability to work under minimum supervision
* Possession of a social network

**Professional experience:**

**From 2004 to 2006: Wave Freighters Ltd**

**Designation: Port Clerk**

**Duties**

* Customs declaration clearance of goods at the port application of IDFs administrative duties.
* Managing customs documentation, tracking of advance license availability.
* Handled the total chain of export and import documentation activities.
* Cargo classification introduction to law carriage economics of shipping.

**From 2007 to 2008: S.D.V Transami**

**Designation: Port Clerk**

**Duties**

* Managed customs documentation.
* Handled the total chain of export and import documentation activities.
* Cargo classification introduction to law carriage economics of shipping.
* Dealt with bank for L.C and other formalities.

**From 2007 to 2008: S.D.V Transami**

**Designation: Port Operation**

**Duties**

* Involved in export and export activities.
* Warehousing and customs documentation.
* Managing customs documentation.

**From 2009 to 2013 :Warton Agency**

Designation: port operations

**Duties**

-Involved in export and export activities. -Warehousing and customs documentation. -Managing customs documentation.

**2013 to 2014 MINALOVE HOTEL**

**Designation: Concierge/ Bellboy**

**Duties and responsibility**

* Welcoming guests
* Cheking the people who enter and leave the hotel
* Handling of luggage for guests
* Providing guest with information and advice about location and services outside the hotel
* Arranging for transport and tickets to the events outside the hotel
* Making sure that guests are customer comfort
* Safty of the guests and the hotel building

**From 2015- Aminco Security Services**

**-Al Amal hospital dubai security supervisor**

**Dutys and responsibilty**

-Customer service

-Ensuring that all security guards are OK and at work stations -Making sure that all safety systems are working properly

-Ensuring that people ,property and building is safe and secure.