

# CURRICULUM VITAE

## PERSONAL INFORMATION

NAME : RICHARD KAMITHA

KAMITI

ID NUMBER

: 29440404487

DATE OF BIRTH

: 25<sup>TH</sup> NOV 1994

GENDER

: MALE

NATIONALITY

: KENYAN

RELIGION

: CHRISTIAN

MARITAL STATUS

: SINGLE

PASSPORT NUMBER

: BK154865

ISSUED

: 21<sup>ST</sup> JUN 2021

EXPIRY

: 20<sup>TH</sup> JUN 2031

HEIGHT

: 5.7 FT

WEIGHT

: 60 KG

LANGUAGE

: ENGLISH AND  
SWAHILI

PHONE NO : +974 30144547  
: +254 769056434

### **CAREER OBJECTIVE**

- ✓ To work with dynamic world class entity those,
- ✓ Demonstrate good service and communication and leadership skills.
- ✓ To obtain a challenging position in an innovative and dynamic construction Industry with an aim of utilizing my technical skills to the best achievement and goals of an organization as well as self enhancement.
- ✓ To be a self-motivated person with well-developed accounting and auditing skill combined with a flexible attitude to work for the benefit of the company, its clients and general public.

### **PERSONAL PROFILE**

- ◆ result oriented,
- ◆ self-driven,
- ◆ hardworking,
- ◆ committed,
- ◆ versatile and flexible individual

### **RELATED SKILLS**

- Highly skilled in performing duties within assigned areas

- Adept at handling emergency situations effectively
- Well versed in using different cleaning materials

## **EDUCATION QUALIFICATION**

JAN 2015– MAR 2015

AA DRIVING SCHOOL  
(Certificate of Driving)

2010– 2014

MURANGA HIGH SCHOOL  
(Kenya Certificate of Secondary  
Education)

2000- 2009

MUKORE ACADEMY SCHOOL  
  
(Kenya Certificate of Primary  
Education)

2021 :

ALKEBRA DRIVING SCHOOL- DOHA- QATAR

## **WORKING EXPERIENCE**

**Fresha Breweries Compant Ltd.**

**Post: Cargo Carrier**

2016 JANUARY ~ DEC 2017

### **Duties and Responsibility**

- Loading, transporting, and delivering items to clients or businesses in a safe, timely manner.
- Reviewing orders before and after delivery to ensure that orders are complete, the charges are correct, and the customer is satisfied.
- Assisting with loading and unloading items from vehicles.
- Accepting payments for delivered items.
- Providing excellent customer service, answering questions, and handling complaints from clients.
- Adhering to assigned routes and following time schedules.
- Abiding by all transportation laws and maintaining a safe driving record.
- Preparing reports and other documents relating to deliveries.
- Operating equipment and machines, such as cars, trucks, forklifts, etc.

- Collect money from customers, make change, and record transactions on customer receipts.
- Listen to and resolve customers' complaints regarding products or services.
- Inform regular customers of new products or services and price changes.
- Write customer orders and sales contracts according to company guidelines.
- Drive trucks in order to deliver such items as food, medical supplies, or newspapers.
- Collect coins from vending machines, refill machines, and remove aged merchandise.
- Call on prospective customers in order to explain company services and to solicit new business.
- Record sales or delivery information on daily sales or delivery record.
- Review lists of dealers, customers, or station drops and load trucks.
- Arrange merchandise and sales promotion displays, or issue sales promotion materials to customers.
- Maintain trucks and food-dispensing equipment and clean inside of machines that dispense food or beverages.

### **Grather Academy School**

**Post: School Van Driver**

From JAN 2018 TO JAN 2019

#### **Duties and Responsibility**

- Transport children to and from school in the mornings and afternoons
- Verify permissions for children who ride home with friends
- Maintain a clean and mechanically-sound bus at all times
- Obey all traffic laws
- Perform inspections of the bus before and after each route
- Ensure safety of all students
- Discipline children when required to maintain a safe and healthy environment
- Assist students with getting on and off the bus when required
- Attend monthly safety meetings

**Americana Food Quantity / KFC Doha- Qatar**

**Post : Driver**

From 2021- resume

**Duties and Responsibility**

- Delivery of food to clients

**HOBBIES**

1. Swimming
2. Travelling
3. Reading

**REFEREE**

UPON REQUEST

State of Qatar  
Ministry of Interior  
Traffic Department

دولة قطر  
وزارة الداخلية  
إدارة المرور

DRIVING LICENSE

29440404487

ريتشارد كاميثا كاميتي

NAME RICHARD KAMITHA KAMITI

NAT. KENYA كينيا الجنسية

DATE OF BIRTH 1994-11-25 تاريخ الميلاد

BLOOD GR. فصيلة الدم

FIRST ISSUE 2021-11-02 تاريخ الصادرة

VALIDITY 2028-01-09 تاريخ الانتهاء

This license must be produced on demand to any police officer in uniform or on production of warrant card by police officer not in uniform

يجب إبراز هذه الرخصة لمن يطلبها من رجال الشرطة سواء كان بالزي الرسمي أو عند إبراز هويته في حالة كونه بالملابس المدنية

Authorized Vehicles	المركبات المصرح بقيادتها	ملاحظات
EXCAVATOR حفار <input type="checkbox"/>	MOTOR CYCLE دراجة نارية <input checked="" type="checkbox"/>	نظارة طبية Glasses <input checked="" type="checkbox"/>
CRANE كرين <input type="checkbox"/>	CAR سيارة خفيفة <input checked="" type="checkbox"/>	عدسات Lenses <input checked="" type="checkbox"/>
LOADER شوبل <input type="checkbox"/>	BUS حافلة <input type="checkbox"/>	أوتوماتيك Automatic <input checked="" type="checkbox"/>
FORKLIFT رافعة شوكة <input type="checkbox"/>	MED. TRUCK شاحنة متوسطة <input type="checkbox"/>	إحتياجات خاصة Handicaps <input type="checkbox"/>
OTHER أخرى <input type="checkbox"/>	TRAILER قاطرة ومقطورة <input type="checkbox"/>	إعاقات سمعية Hearing Disability <input type="checkbox"/>
		التبرع بالأعضاء Organ Donation <input type="checkbox"/>

Licensing Authority سلطة الترخيص

\* 29440404487 \*

