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|  | Patrick Waweru Kanyua      Qatar            + 974 3028 9440            patowesh@yahoo.com |

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| **Professional Summary** | |  |  | | --- | --- | |  | To engage in challenging opportunities whose exposure and work ethics will prepare my livelihood for the next available opportunity in life’s journey to success, through Team work, Dynamism, Mobility, Excellence and Character building that harnesses the final outcome. | |

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| **Skills** | |  |  |  |  | | --- | --- | --- | --- | |  | |  |  | | --- | --- | | * Innovative * Adaptability * Communication and networking | * Time Management * Team Player * Result Oriented | | |

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| **Work History** | |  |  | | --- | --- | |  | TRANSPORT COORDINATOR 2*023 to 2024*  **Triangle Healthy Kitchen | Qatar**   * Plan and coordinate daily transportation operations and deliveries to ensure timely and efficient service. * Ensure compliance with company policies, government regulations, and safety standards. * Train and supervise drivers and other transportation staff, ensuring they adhere to schedules and safety protocols. * Planning and optimizing prompt deliveries to customers * Resolve any transportation-related issues, including delays, accidents, and complaints. * Streamlining the delivery process making it more efficient * Implement emergency response plans or procedures in case of transportation delays or accidents. * Monitor and maintain transportation equipment, conducting regular safety audits and inspections. |  |  |  | | --- | --- | |  | DRIVER *2021 to 2023*  **Snoonu Delivery Company | Qatar**   * Safely load and unload goods from the delivery vehicle. * Plan and follow the most efficient routes to ensure timely deliveries. * Perform regular checks and maintenance on the delivery vehicle to ensure it is in good working condition. * Provide excellent customer service by communicating effectively with customers and addressing any concerns or issues. * Adhere to all traffic laws and safety regulations to ensure the safety of themselves and others on the road. * Handle any unexpected issues that may arise during deliveries, such as traffic delays or vehicle breakdowns. * Manage time effectively to ensure that all deliveries are completed within the scheduled timeframe. * Report any incidents, accidents, or issues to the appropriate personnel. | |  |  |  |  |  | | --- | --- | |  | TAXI DRIVER *2018 to 2020*  **Mowasalat/Karwa | Qatar**   * Safely transport passengers to their desired destinations. * Choose the most efficient routes to ensure timely arrivals. * Perform regular checks and maintenance on the taxi to ensure it is in good working condition. * Adhere to all traffic laws and safety regulations to ensure the safety of passengers and other road users. * Accurately calculate fares based on distance traveled and any additional charges. * Handle payments from passengers, including cash, credit cards, and other payment methods. * Maintain accurate records of trips, fares, and any incidents that occur during the shift. * Handle any unexpected issues that may arise during trips, such as traffic delays or vehicle breakdowns.   DEPARTMENT MANAGER *2012 to 2016*  **Emax Electronics Landmark | Saudi Arabia**   * Responsible for increased sales through the use of aggressive city-wide marketing campaigns and a more attractive department layout. * Organized special promotions, displays, and events. * Managed and motivated a team to increase sales and ensure efficiency. * Managed stock levels and making key decisions about inventory control. * Managed Electronic Department. Worked closely with customers to provide excellent customer experience. * Trained new team members. * Responsible for employee schedules and overseeing merchandise sales Cashier Customer Service Returns and Exchanges. * Communicated efficiently with store managers to identify project plans, schedules, activities, and associated requirements. | |

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| **Education** | |  |  | | --- | --- | |  | Certificate in MS Office Packages | Certificate in IT - 2001  Meritecs Computer School, Nairobi |  |  |  | | --- | --- | |  | Kenya School of Secondary Education | KCSE - 1999  St. Joseph’s High School, Kiambu |  |  |  | | --- | --- | |  | Kenya School of Primary Education | KCPE - 1996  Kariobangi South Primary School, Nairobi | |

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| **Referees** | |  |  | | --- | --- | |  | **Mr. Jonathan Njulu**, Mowasalat/Karwa  Inspector  +974 3083 6693  **Mr. Stephen Kiringo**, Mowasalat/Karwa  Controller  +974 7764 3472 | |

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