

## CURRICULUM VITAE

NAME : MULINDWA FRED MUSISI  
DATE OF BIRTH : 11/AUG/1982  
PLACE OF BIRTH : KAMPALA  
MARITAL STATUS : MARRIED  
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### **PROFILE:** \_\_\_\_\_

An enthusiastic, disciplined, honest and licensed driver, with basic mechanical, excellent communication, organizational and interpersonal skills, over 10 years' experience in driving, spot checking and problem spotting of vehicle issues, as well as noting their solutions for engineers to confirm. My love for driving plus commitment as an experienced driver provides the foundation to hard work and level-headedness reflecting my attitude to challenges.

### **KEY SKILLS:** \_\_\_\_\_

- Able to drive vehicle of multi-passenger very safely and properly.
- Trained with basic mechanical skills and vehicle maintenance.
- Trained with defensive driving techniques and First aid skills.
- Able to read and understand written instructions, route directions and map.
- Able to do accurate reports and records on fuel analysis and field activities.
- Ability to prepare records of accidents and delays.
- Excellent ability to recognize needs for vehicle maintenance
- Proficient in English, Luganda and Swahili, and an effective communicator at all levels both verbally and in writing.
- Innovative and proactive, and able to analytically think to appreciate personal, organizational and environmental situations and act in the most appropriate ways.
- Tenacity to persist and achieve objectives in difficult situations as with academic and professional training in a context of insecurity

## **CAREER AND ACHIEVEMENTS**

### **SEPT.2022 - To date - WAIT, VALET PARKING**

I am responsible for;

- Greeting guests who arrive by car and opening car doors for them
- Helping guests with their luggage
- Conducting vehicle inspections and documenting any existing damage
- Parking vehicles efficiently and safely in designated areas
- Ensuring the safety and security of the parked vehicles
- Retrieving vehicles promptly upon guest request
- Returning vehicles to guests

### **NOV 2018 - DECEMBER 2021: TAXI DRIVER - Mowasalat -Qatar**

- Driving passengers from one place to their respective destinations.
- Figure out where passengers are going.
- Follow regulations governing the Taxi Operations and ensure that passengers follow safety regulations.
- Complete accident reports when necessary.
- Vacuum and clean interiors, wash and polish exteriors of automobiles.

**DUTIES AND RESPONSIBILITIES**

- To drive office vehicles for the transportation of authorized personnel only but this can include visiting officials (government, UN, Embassy official etc.
- To provide reliable and secure driving services by driving office vehicles for the transport of authorized personnel and delivery and collection of mail, documents and other items. Meeting official personnel and visitors at the airport, visa and customs formalities arrangement when required.
- To demonstrate proper day-to-day proactive maintenance of the assigned vehicle through timely minor repairs, arrangements for major repairs, timely changes of oil, check of tires, brakes, car washing , etc.
- To report and ensure availability of all the required documents/supplies including vehicle insurance, vehicle logs, office directory, map of the city/country, first aid kit, fire extinguisher and all the necessary spare parts.
- To undertake immediate actions required by rules and regulations are taken in case of involvement in accidents and also demonstrate high level integrity by modeling the UN's values and ethical standards.
- To display cultural, gender, religion, race, nationality and age sensitivity and adaptability and embrace team work to enhance the project goals and objectives.
- To seeks and apply knowledge, information, and best practices from within and outside of the organization. Showcase ability to identify car faults and carry out critical assessment well in time and report it to the supervisor for the immediate attention.
- To support in administrative duties by photocopying, scanning, binding documents when required and ensure safety of all passengers on board by using seat belts all the time when travelling in the vehicle.
- To report timely to UNDSS any departure and arrival to the field and ensure that security clearance for all trips is granted by UNDSS before departure.

## APRIL 2006 - January 2011 STATE HOUSE - TECHNICAL TEAM

### DUTIES AND RESPONSIBILITIES

- To report any mechanical fault realized as soon as possible to the immediate supervisor especially the Log Manager.
- To ensure that all the necessary checkings are done regularly.
- To report any mechanical fault realized as soon as possible to the immediate supervisor especially the Log Manager.
- To ensure that all the necessary checkings are done regularly and wash the vehicle interior and exterior to maintain its beauty
- To participate in off-loading and Loading of Team's properties.
- To strictly drive staff to their respective work locations and also do any other assigned duty as instructed by the supervisor.

### EDUCATION

YEAR	SCHOOL/COLLEGES	QUALIFICATION
2008-2009	LUGOGO VOCATIONAL TRAINING CENTRE- KAMPALA	CERTIFICATE IN MECHANICAL ENGINEERING.
1997 - 2000	CHWA II MEMORIAL COLLEGE	UGANDA CERTIFICATE OF EDUCATION (UCE)

### ADDITIONAL TRAININGS:

•	Certificate of Defensive Driving by the Uganda Driving Standard Agency Plot 79 Buganda Road
•	Certificate of attendance of Safe Driving and support for the Maritime Security and Training Course held on 15 <sup>th</sup> June 2012 by African Contingency Operations and Training Assistance.

<b>Key Skills</b>	<ul style="list-style-type: none"> <li>Defensive driving</li> </ul>	<ul style="list-style-type: none"> <li>Report writing</li> </ul>
	<ul style="list-style-type: none"> <li>Time management</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>

### Key Qualifications

Fred Musisi Mulindwa holds a Certificate in Defensive Driving from the Uganda Driving Standards Agency located at Plot 79 Buganda Road, Kampala. He has specialised in driving Very Important Persons like the Managing Director of Gauff an Engineering Consultancy, He has also been working for Real Homes Limited as the main company Driver from 2003 to date.

<b>Key strengths</b>	<ul style="list-style-type: none"> <li>Good at team work.</li> </ul>	<ul style="list-style-type: none"> <li>Good communication skills, open-minded, Well organized.</li> </ul>
	<ul style="list-style-type: none"> <li>Hard working, innovative and good time manager.</li> </ul>	<ul style="list-style-type: none"> <li>High integrity</li> </ul>

Languages	Speaking	Writing	Reading
English	Excellent	Excellent	Excellent
Luganda	Excellent	Excellent	Excellent
Swahili	Good	Fair	Good

### REFERENCES

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2. Mr. KATABAZI GEOFFREY  
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