

BÙI CHÍ TÀI

District 12, Ho Chi Minh City

0906831801

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Career Goal

I am an energetic, always have a high spirit at work and responsible approach to any task I undertake. With more than 2 years of experience working in the field of domestic logistics, I am always confident in every situation, always try my best to complete my best ability. Besides, the spirit of learning and progress as well as the ability to withstand high work pressure are my strengths.

Education

Vietnam Aviation Academy

October 2017 - October 2020

Bachelor of Business Administration

Technical Skill

Excel/Word/PPT

SQL

Big-Query

Google Sheets

Personal Skill

Problem-Solving

Management

Planning

Communication

Experience

Ahamove/ Expansion Executive

April 2024 – Feb 2025

- Managing the operational performance and compliance Expansion's 16 Province.
- Coordinate with related departments, ensure operations indicators. Coordinate drivers to ensure operational efficiency.
- Manage and improve driver quality, build a community of 5-star standard drivers.
- Continuously evaluate and optimize driver operations processes.
- Support to execute engagement initiatives for driver satisfaction and retention.
- Communicating new services, bonus programs from related departments to drivers.

Saigon Ground Services JSC. (SAGS)/ Ground Staff Handling

March 2023 - March 2024

- Receive and process flight-related information: passenger list, special information about passengers.
- Check passengers' travel documents & carry out the check-in process at the counter.
- Serve special passengers and passengers who need help if requested.
- Control the number of passengers boarding and completing flights and sending telegrams to relevant airports.

Lazada-eLogistics Vietnam/ Assistant-Route

September 2021 - February 2023

- Arrange a schedule for the courier to pick up the goods at the seller's house, warehouse and partner.
- Manage operational performance: success rate, process compliance, ensuring KPI completion.
- Plan and calculate contingencies to ensure daily operations, during major events that are not affected.
- Acts as a liaison to resolve issues between partners, customers and departments within the company.
- Receive and implement new related projects of the company, improve features for development.