

Jefferson dos anjos Leite

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Work Experience

Tapa - Stepside, Dublin

Kitchen assistant

March 2023 to May 2023

I started as a kitchen porter and later became a chef's assistant in the kitchen.

Responsible for receiving deliveries

Responsible for cleaning the kitchen

Support the chef in preparing dishes

Keep all foods properly organised in the fridge

Clean the kitchen every day at the end of the day

EB Express - Newark, New Jersey -US

Warehouse Assistant

September 2019 to May 2021

Initially, I was a container unloading helper, where I had to dismantle the pallets and assemble them on other pallets.

Then I was responsible for receiving the containers, checking each pallet, if everything was right with the merchandise, expiration date and keeping each type of merchandise in its proper place inside the warehouse.

Hamburgao - Kearney, New Jersey -US

Kitchen assistant

May 2019 to September 2019

Responsible for receiving the foods, store in the storage room or in the refrigerators. Responsible for preparing the main dishes and keeping them in the fridge according to the demand required by the chef. Cleaning the kitchen every day at the end of the day

T2P Transport to Progress - Fortaleza, Brazil

Logistics Supervisor

November 2017 to December 2018

Responsible for the daily schedule of the fleet in the operation (AMBEV). Daily negotiation of freight with the customer for CDS, factories and AMBEV resellers. Planning to ensure 100% fulfilment of customer request every day.

Monitoring of daily operation, indicator control of unloaded orders. Freight tracking for monthly billing target according to segments

Supervision of fleet idleness to include orders.

Responsible for orders accepted in TMS (Transportation Manager System).

Supervision of drivers to monitor loading and unloading.

Check with the monitoring sector the status of orders and direction of drivers to load all orders accepted in the TMS.

Education

Studying English

Liffey College - Dublin, County Dublin

June 2023 to June 2025

Graduate in Logistics and Supply Chain

University 7 de Setembro - Fortaleza, Brazil

January 2014 to December 2016

MBA in Business

University of Fortaleza - Fortaleza, Brazil

January 2017 to December 2018

Skills

•	Microsoft Office (10+ years)	•	Computer skills
•	Office Administration (10+ years)	•	Organisational skills
•	Logistics (10+ years)	•	Customer service
•	Administration (10+ years)	•	Communication skills

Languages

- English - Intermediate
- Portuguese - Fluent

