**SAID MUSA**

**CONTACT**

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musaid266@gmail.com

# Objective

Seeking an entry-level position in a high-level professional environment. To secure employment with a reputable company, where I can utilize my skills and studies background to the maximum.

# Experience

## August 2022 - February 2023

### Solis Electronics *- Rider & Delivery*

* 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.

## July 2022 - September 2022

### Young Muslim Association *- Volunteer*

* Overseeing clerical tasks, such as sorting and sending mail.
* Keeping an inventory of office supplies and ordering new materials as needed.
* Maintaining files.
* Taking and delivering messages.
* Ensuring the office runs smoothly

## September 2021- June 2022

### Rahisi store *- Cashier*

* Provides a positive customer experience with fair, friendly, and courteous service.
* Registers sales on a cash register by scanning items, itemizing and totaling customers' purchases.
* Resolves customer issues and answers questions.
* Processes return transactions.
* Collecting payments whether in cash or credit  Cross-sell products and introduce new ones .

# Skills

* Voluntered in the community as the youth leader
* ICT
* Self employed to make deliveries

# Education

## 2016- 2019

### Malava Boys High School

KCSE Certificate

## 2016- 2019

### Redross Academy

KCPE Certificate

# Hobbies & Interests

* Travelling
* Swimming
* Reading Novels
* Watching football matches
* Riding

# Referees

**Ali Khamis**

### Almeen Mosque *- C.E.O*

0721 162 555

**Ahmed Alvi**

### Young Muslim Association (Y.M.A)*- Secretary General*

0728603497

**Salim Jaizan**

### Brain Storm Solutions *- C.E.O*

0722 494 526

Vaseem Khwaja

0720940111