




Tigist ateu

Date of birth: 20/08/1997


Nationality: Ethiopian

Gender: Female

CONTACT

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M Addis Ababa, Ethiopia
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WORK EXPERIENCE

20/06/2022 – CURRENT Addis Ababa, Ethiopia

Senior Logistics officer L&H building material plc

- Oversee and coordinate the entire supply chain process, including procurement, production, distribution, and logistics.
- Work closely with suppliers, manufacturers, and retailers to ensure timely delivery of goods and materials.
- Arrange and optimize transportation routes for incoming and outgoing shipments to minimize costs and delivery times.
- Coordinate with carriers, freight forwarders, and transportation companies to secure reliable and cost-effective shipping methods.
- Prepare and review shipping documents, such as commercial invoices, packing lists, and export declarations.
- Maintain accurate records of logistics activities, including shipment schedules, transportation costs, and inventory levels.
- Use logistics management software and systems to track and manage logistical data efficiently.

EDUCATION AND TRAINING

28/09/2017 – 04/12/2020 Weliso, Ethiopia

Bachelor's degree in accounting and finance RIFT VALLEY UNIVERSITY

- Business law
- financial accounting
- cost & management accounting
- financial management
- risk management & insurance
- principal of marketing
- micro economics
- business communication

Website www.riftvalleyuniversity.org | **Field of study** Accounting and finance

| **Final grade** 3.33 | **Type of credits** One credit hour is equivalent to 16 lecture hours per semester.

16/09/2013 – 22/06/2015 Weliso, Ethiopia

Higher secondary school certificate DEJAZMACH GERESU DUKE PREPARATORY SCHOOL

- English
- Mathematics
- Physics
- chemistry
- Biology
- Civics
- Amharic

Final grade 68.3

21/09/2011 – 24/06/2013 Weliso, Ethiopia

Secondary school certificate DEJAZMACH GERESU DUKE SECONDARY SCHOOL

- English
- Mathematics
- Biology
- Physics
- Chemistry
- Geography
- Civics
- Amharic

Final grade 64.45%

LANGUAGE SKILLS

MOTHER TONGUE(S): Amharic

Other language(s):

English

Listening C2

Reading C2

Writing C1

Spoken production C2

Spoken interaction C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Excel | Microsoft Powerpoint | Google Drive | Microsoft Word | Social Media | Organizational and planning skills | Motivated | Good listener and communicator | Team-work oriented