

# Karim Khaled Mohamed Rashad

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## Objective:

Seeking a challenging position in the fleet sector as my qualifications meet the requirements of the marketplace

## Education:

Bachelor of commerce and business administration

- University : Future Academy
- Major : Accounting
- Section : Arabic
- Grade : Fair
- Graduation year : 2018

## Work Experience:

operation manager fleet at healthy and tasty market  
6/2022 – present

oArea manager fleet at healthy and tasty market  
2021 – 6/2022

### - Job tasks / Achievements:

- create salaries for the team
- operation team of fleet
- collect data for delivery
- training new supervisor
- training new delivery
- create new area zone sheet
- calculate range of orders in month
- tracking delivery in zone

●fleet supervisor at talabat  
10/2020 –3/2021

**- Job tasks / Achievements:**

- create salaries for the team
- operation team of fleet
- collect data for delivery

●Shipping officer at Joy & Learn

2/2020 – 6/2020

**- Job tasks / Achievements:**

- dispatcher orders on delivery and drivers
- operation team of fleet
- create salaries for the team

●Online shipping for clothes

2014 – 2018

**- Job tasks / Achievements:**

- Receive orders from customers
- dispatcher orders on delivery
- Reached large number of delivery

**Key Courses:**

● Principles of Banking Operation Course with certificate from Ain Shams University,  
17/7/2017 – 18/7/2017

● Neuro-Linguistic programming course with certificate from Ain Shams University,  
30/7/2017 – 31/7/2017

● Aviation and tourism accounting course with certificate from Ain Shams University,  
26/7/2017 – 27/7/2017

● Marketing and sales course with certificate from Ain Shams University,  
24/7/2017 – 25/7/2017

● Stock and exchange market course with certificate from Ain Shams University,  
19/7/2017 – 20/7/2017

● ICDL certificate by Microsoft, September 2015

## **Skills:**

- Language skills;
  - English: good command of both written and spoken
- Computer skills;
  - Excellent in using Microsoft office word and excel
  - Very good in using power point
  - Good in using access
- Personal skills;
  - Photography
  - Car mechanical
  - Software & hardware mobile phones
  - Work under pressure
  - Team work
  - Cooperative

## **Personal information:**

- Nationality: Egyptian
- Date of birth: 27/2/1995
- Marital status: Single
- Military status: Finished