

# CURRICULUM VITAE

## PERSONAL DETAILS

NAME : MANASSEH NDEDA  
DATE OF BIRTH : 05 MAY 1974  
MARITAL STATUS : SINGLE  
GENDER : MALE  
NATIONALITY : KENYAN  
RELIGION : CHRISTIAN  
HEIGHT : 6'0FT  
PASSPORT NO : AK0311665  
LANGUAGES : ENGLISH, SWAHILI



## CAREER OBJECTIVE

I have sharpened my communication skills which are important when building professional networks both with colleagues, customers and clients. I therefore welcome the opportunity to work with you in order to build my skills as well as to ensure continuity of your exceptional service and delivery to customers and other clients

## PERSONAL PROFILE

- Ability to work with people of diverse backgrounds.
- Excellent oral and written communication skills.
- Excellent interpersonal skills and outgoing personality.
- communication skills Computer literate
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## EDUCATION BACKGROUND

2015-2019            ELECTRONICS  
                              RVIST

## SKILLS AND ABILITY

- High integrity, Goal oriented and organized
- Able to work under minimum supervision
- Ability to work under pressure
- Team player with excellent interpersonal and communication skills
- Excellent customer care skills
- Aggressive, self-motivated and assertive
- Resourceful, Creative and Innovative

## **WORKING EXPERIENCE**

2020 to Date

MAGUNAS SUPERMARKET

***Position: Driver***

### ***Duties and responsibilities***

- Delivering packages to customers in a timely manner.
- Picking up office purchases or other administrative needs.
- Utilizing navigation apps to find the most optimal route.
- Interacting with clients in professional conduct.
- Transport clients and/or packages to and from destinations
- Arrive at destinations on schedule
- Fulfill administrative needs, like office pickups
- Maintaining an organized travel schedule.
- Ensuring that vehicles have sufficient gas and are always ready for use.
- Research and plan for traffic, construction and weather delays
- Use navigation applications to determine the best route
- Carrying out vehicle maintenance
- Working at night and on weekends.

2019-2021

**MOWASALAT (QATAR)**

***POSITION: TRUCK-DRIVER***

- Utilizing navigation apps to find the most optimal route.
- Interacting with clients in professional conduct.
- Transport clients and/or packages to and from destinations
- Arrive at destinations on schedule
- Fulfill administrative needs, like office pickups
- Maintaining an organized travel schedule.
- Ensuring that vehicles have sufficient gas and are always ready for use.
- Research and plan for traffic, construction and weather delays
- Use navigation applications to determine the best route
- Carrying out vehicle maintenance

## **HOBBIES**

- Singing
- Drawing Art
- Socializing

## **REFERENCE**

To be provided upon request



KINGDOM OF SAUDI ARABIA  
MINISTRY OF INTERIOR

رخصة سيارتية  
DRIVING LICENSE

المملكة العربية السعودية  
وزارة الداخلية

ماناشي نديد عمر

MANASSEH NDEDA OWEKE

No. 2275979694 ٢٢٧٥٩٧٩٦٩٤ الرقم

Exp 17/09/2014 ١٤٣٥/١١/٢٢ تاريخ الانتهاء

DOB 05/05/1974 ١٣٩٤/٠٤/١٣ تاريخ الميلاد

بموز قيود

نقل / حافلة ثقيلة

٨٦٨٢٢٣٥ هاتف O+ الدم





MAGUNAS SUPERMARKET LIMITED  
P.O BOX 988-00100,  
NAIROBI, KENYA

TO WHOM IT MAY CONCERN

**RE: RECOMMENDATION LETTER FOR MANASSEH NDEDA**

It is with great pleasure that I am referring MANASSEH NDEDA as a candidate for the position of driver. He has worked with magunas supermarket for three years and it has been an absolute delight to work with him.

Manasseh always cooperated well with other employees and respected his superiors. I have never known him to be tardy as he always ensures that he goes well and beyond the call of duty to work diligently and finish his work.

I recommend Manasseh to you that you may give him any assistance he may need. We wish him the best of luck in all that he does in his professional and personal life. He will be an asset to the organization wherever he will work.

Sincerely,

Jonathan Patterson  
Manager

MAGUNAS SUPERMARKET  
P.O BOX 988-00100,  
NAIROBI, KENYA

NATIONAL POLICE SERVICE



**DIRECTORATE OF CRIMINAL INVESTIGATIONS**

DIRECTORATE OF CRIMINAL INVESTIGATIONS HEADQUARTERS  
P.O. Box 30036-00100 GPO  
NAIROBI, KENYA

Ref. No. PCC-2ET955R5

Date. 12 February 2024

**POLICE CLEARANCE CERTIFICATE**

*I hereby certify that the fingerprints recorded from*

**MANASSEH NDEDA OWEKE**

holder of ID No. **13395000** have been searched in Criminal Records Office's database with/without previous record. The validity of the information on this certificate is as of the date of issue.

**REMARKS IN CASE OF PREVIOUS RECORD**

OFFENCE(S): NIL

RESULTS OF TRIAL: NIL

DATE: NIL

*This Certificate has been issued without any alteration or any erasure*

(W.N KIRAI)

For: Director, Directorate of Criminal Investigations  
(P.T.O)

NOTE: This is a computer generated certificate, to verify the authenticity of this document, use the link <https://dcicrken.gov.ke/verify>, send DCI to 21546 Then Dial \*512# and select "Police Clearance"



LT02394618

## LABORATORY REPORT

Machakos Level 5 Hospital (Kenya, Machakos)

None  
machakoshospital@yahoo.com

Patient : **MANASSEH NDEDA**  
Doctors Ref: **NOT AVAILABLE**  
Gender: **M**  
Age: **47 Years**

TT Usercode/Traveller Code: **PA4297B10**  
External/Lab Ref:  
Passport/ID Number: **AK0311665**  
Phone Number: **(+254)0720671615**

Testing Lab: **Machakos Level 5 Hospital**  
Requested Test: **Covid-19**  
Test Type: **RT-PCR**  
Trusted Travel Test code(TT): **LT02394618**

Test Result: **Negative**  
Test Recorded Date: **Aug. 30, 2021, 11:31 a.m.**  
Sample Collection Date: **Aug. 30, 2021**

Sample Type	Result	Comments
NP & OP Swab	Negative	

Test Generated By : **Emmanuel Mbevi**

Sign up at [trustedtravel.papabios.org](https://trustedtravel.papabios.org) or [africacdc.org/trusted-travel/](https://africacdc.org/trusted-travel/) to access all your testing records