



# KIBET ALLAN



+974 74765747



Doha, Qatar



allankibeet@gmail.com

## PERSONAL DETAILS

ID NO : 29940402423

Gender : Male

Nationality : Kenyan

Status : Single

Languages : English and Swahili

## HOBBIES

- Reading
- Travelling
- Watching educative programmes

## SKILLS

- Point of Sale (POS) Systems
- Customer Relationship Management
- Inventory Management
- Cash Handling
- Sales and Upselling Techniques
- Time Management
- Team Collaboration
- Customer service orientation
- Problem-solving abilities
- Adaptability and flexibility

## PERSONAL OBJECTIVE

Highly motivated and dedicated professional with over years of experience in various industries seeking a General Worker position. Proven ability to perform tasks efficiently, maintain equipment, and adhere to safety regulations. Adept at multitasking, problem-solving and team collaboration.

## WORK EXPERIENCE

**Position: Delivery Driver**

**2025**

**Snoonu Company - Doha, Qatar**

### Duties and Responsibilities

- Following all traffic laws, regulations and best practices for safety when delivering items
- Maintain accurate records of deliveries, including receipts and delivery logs.
- Delivering orders to customers on assigned routes
- Maintaining an organized travel schedule and ensuring that deliveries are made on time
- Inspecting the delivery vehicle daily and reporting any malfunctions or damages

**Position: Bike Rider**

**May 2022 -Nov 2024**

**Salt Restaurant- Doha, Qatar**

### Duties and Responsibilities

- Pickup and deliver items to customers following the best and fastest routes
- Ensure packages are delivered intact and in good condition.
- Collect payments or obtain signatures as required for proof of delivery.
- Communicate with the dispatcher or clients regarding delivery status or issues.
- Maintain the motorcycle in good working condition and report any maintenance needs.
- Adhere to company policies and procedures for delivery operations.
- Provide excellent customer service to clients and recipients.

**Position: IT Technician**

**March 2019 – Nov 2022**

**Knight Cyber- Eldoret, Kenya**

### Duties and Responsibilities

- Installing network cabling and another network equipment like routers and switches
- Installing workstations and other equipment like printers
- Installing desktop operating systems and programs
- Connecting all workstations to the network and relevant servers
- Configuring routers and switches

## EDUCATION BACKGROUND

**Kenya Certificate of Secondary Education (KCSE)**

**2015 - 2018**

**Friends School Bokoli**

**Kenya Certificate of Primary Education (KCPE)**

**2007 - 2014**

**Moi Barracks Primary School**

## REFEREES

Available upon request