

# **CURRICULUM VITAE**

Name : AMBROSE ATANDI  
Date of Birth : 27/10/1995  
Gender : Male  
Languages : English/Kiswahili  
Nationality : Kenyan  
Marital status : Married  
Religion : Christian  
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## **CAREER OBJECTIVE**

- To encourage team work
- To encourage quality at work
- To continually develop and improve skills

## **EDUCATION BACKGROUND**

**Jan – March 2015** - BORISOM INSTITUTE  
**Attained** - Computer Studies Certificate

**July – August 2015** - TOP GEAR DIVING SCHOOL  
**Attained** - Driving License

**Jan 2010 – Nov 2014** - BOROR SECONDARY SCHOOL  
**Attained** - K.C.S.E Certificate

**2002 - 2010** - ST. JAMES PRIMARY SCHOOL  
**Attained** - K.C.P.E Certificate.

## **WORK EXPERIENCE**

**2022 Jan - March 2025 -      Driver at Coolmax Auto Tech LTD**

***Responsibilities:***

- Providing excellent customer service when interacting with clients or passengers.
- Assisting passengers with luggage or other needs.
- Maintaining a professional and courteous demeanor.
- Communicating effectively with dispatchers or other relevant personnel.
- Performing regular vehicle inspections and maintenance checks.
- Ensuring the vehicle is clean, presentable, and well-maintained.
- Refueling the vehicle and ensuring it's ready for use.
- Arranging for vehicle repairs when needed.
- Arriving at destinations on schedule.
- Planning and optimizing routes, considering factors like traffic and potential delays.

**2016 – 2018**

Position

**BANTA PUB/RESTAURANT**

***Waiter***

***Responsibilities***

- Greeted guests in a friendly and professional manner, providing menus and information on daily specials.
- Took accurate food and beverage orders and communicated them clearly to kitchen and bar staff.
- Delivered meals promptly, ensuring accuracy, presentation, and guest satisfaction.

## **PERSONAL ATTRIBUTES**

- Flexible to changing environment
- Result oriented
- Self-motivated to work and learn new things
- Honest and Loyal

## **SKILLS**

- Proficient in Microsoft office publications
- Knowledgeable in social media platforms and problem solving
- Work as a team.

## **HOBBIES**

- Travelling
- Sports
- Photography

## **REFEREES**

1. KEVIN MURAGE  
BUSINESSMAN TEL:  
0798036795

2. ANTHONY NJOROGE  
GENERAL MANAGER  
COOLMAX AUTO TECH  
0711950748

