



HUSSEIN HAMAD MSOPHE

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PERSONAL DETAILS

Date of Birth: 13 December 2000
Place of Birth: Pwaga, Dodoma, Tanzania
Nationality: Tanzanian
Sex: Male
Marital Status: Single

CAREER PROFILE

I am a holder the Bachelor's Degree of logistics and Transport Management from National Institute of Transport (NIT) at Mabibo, Dar es salaam. I am an excellent communicator with a professional attitude and a wide range of skills. Through the Knowledge obtained from National Institute of Transport, I am capable of doing several jobs such as Logistics officer, transportation and distribution, Warehouse operation and management; Preparation of driver schedule; Dispatch, Mechanical and Vehicle Inspection, Occupation Health and safety in Construction awareness, Oil and Gas Supply Chain, Cargo Survey and Transportation, Store and inventory Management; and business environment assessment.

RESEARCH AND TRAINING

I conducted research based on "Assessment on the contribution of drivers training on road safety case study in Ubungo District at Tanzania" in partial or full fulfillment of the requirements for the award of the bachelor degree in Logistics and Transport Management.

EDUCATION BACKGROUND

YEAR	LEVEL	INSTITUTION	AWARD
2021-2024	Degree level	National Institute of Transport	Bachelor's Degree in Logistics and Transport Management
2019-2021	Advance level	Changarawe Secondary School	Advance Certificate of Secondary Education.
2015- 2018	Ordinary level	Green City Secondary School	Ordinary Certificate of Secondary Education.
2007-2014	Primary level	Magungu Primary School	Certificates of Primary Education.

SHORT COURSES

- 2024 - Driving course
- 2024 - Vehicle Inspection
- 2024 - Global Environmental Sustainability Development Goals
- 2023 - Oil and Gas Supply Chain, Cargo Survey and Transportation
- 2021 - JKT (According to the Law)
- 2017 - Positive perspective (CORA)

SUMMARY OF SKILLS

- Negotiation and drafting skills
- Microsoft Word, Microsoft Excel, Microsoft PowerPoint and Email.
- Ability to control emotion and pressure
- Report writing and Continuously learning and improve within the role
- Communication and presentation skills
- Ability to work in team and at any pace
- Time management skills
- Leadership Skills
- SAP knowledge

WORKING EXPERIENCE

- ALAF Limited from 01st October 2024 up to date in Logistics and Supply Chain Department

Dispatch officer

Duties and responsibility conducted at ALAF

- ❖ Coils transfer from production area to profiling area
- ❖ Coils dispatch to branches
- ❖ Storage yard management
- ❖ Proper storage records and maintain records.
- ❖ Prepare proper records and reports.
- ❖ SAP transfer of coils from warehouse to production location.
- ❖ Ensuring safety operation.
- ❖ Delivers items to customers by verifying orders.
- ❖ Inventories stock.
- ❖ Arranges transportation.
- ❖ Organizes item order by editing for promotions, and weight compliance.
- ❖ Arranges shipments by checking stock to determine inventory levels, anticipating delivery requirements, and placing/expediting orders.
- ❖ Ships items by examining items, destination, route, and delivery time; ordering carriers.
- ❖ Keeps customers informed by forwarding notice of item availability, shipment date and method, and current status; answering questions
- ❖ Ensure compliance and safety especially in storage and all Logistics

- July 2023- September 2023- Practical Training as Transport officers at Itigi District Council.

Duties conducted at Itigi District Council

- ❖ Planning daily fleet routes by coordinating with other departments the requirements of the vehicles.
- ❖ Planning of Weekly Drivers shift rooster.
- ❖ Daily Tracking of vehicles and submission of report.
- ❖ Carrying out routine checks for traffic fines.
- ❖ Handling vehicle maintenance and repair for in-house and Offsite Jobs.
- ❖ Assigning duties to Drivers.
- ❖ Authorizing and monitoring fuel consumption.
- ❖ Maintaining and following up of vehicle checklist.
- ❖ Implementing measures to reduce operational cost of the fleet.
- ❖ Arranging staff transport.
- ❖ Ensuring vehicles have valid registrations, licenses, etc. and are renewed in time.
- ❖ Submitting reports in accordance with company guidelines.

- July 2022-September 2022- Practical Training in Transport officers and Transport coordination at Mpwapwa District Council.

Duties assigned at Mpwapwa District Council

- ❖ Issue Fuel and Fuel management
- ❖ Vehicle Maintenance management
- ❖ Vehicle purchasing/replacement or Addition management
- ❖ Fleet management information system
- ❖ Store/asset management
- ❖ Supervisor Safety and security of vehicle
- ❖ Human resources management (e.g drivers)
- ❖ Ensuring adherence to company policies and relevant transport regulations
- ❖ Managing the movement of transport equipment and ensuring timely deliveries
- ❖ Observing transport vehicles for faults and reporting issues
- ❖ Effective communication with fleet users (departments) to ensure smooth and timely service
- ❖ Assisting with pre-start checks and servicing of transport equipment.
- ❖ Working closely with drivers and other logistics personnel to optimize efficiency
- ❖ Monitoring and verifying overtime of operators and drivers' working hours under all departments.

LANGUAGES

- Kiswahili – (Native Tongue) Reading: Fluently, Written: Fluently, Spoken: Fluently
- English: Reading: Fluently, written: Moderate, Spoken: Moderate

HOBIES/INTERESTS

- Every Day to Learning new things
- Travelling and reading books
- Volunteering to others
- Sports and Athletics

REFEREES

- HARUN L. SALINGO
Manager T.A.G,
Nkuhungu, Dodoma.
Tel: 065801 1455/ 0713123130
Email: salingoharun@gmail.com
- EVELYNE G. DIMINOFFU
Teachers,
Kenyamanyori primary school,
Tarime, Mara.
Tel: 0657408579/ 0786 092 448
- MARTHA MWINYIKILY
Transport officers,
Itigi District Council,
P.o.box 112
Tel: 0753621265

DECLARATION

I, Hussein Hamad Msophe, declare that the information provided is complete and correct to the best of my knowledge. I understand that any false information supplied could lead to my application being disqualified or my discharge if I am appointed.