



DENNIS ONGIRO ETUKEI

Date of birth: 23/07/1984 | **Nationality:** Kenyan | **Gender:** Male | **Phone number:** (+974) 30588374 (Qatar)

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Address: Old Industrial area street no 42 Building no 05 Doha- Qatar.

ABOUT ME

Experienced and detail-oriented professional with [2 years+] of hands-on experience in store management within the construction sector. Proficient in managing the procurement, storage, and distribution of construction materials and equipment, focusing on maximizing productivity and minimizing downtime. Skilled in inventory management, supplier coordination, and implementing effective stock control measures. Strong leadership abilities, capable of supervising teams, implementing safety protocols, and driving operational excellence. Ready to leverage my expertise to effectively oversee store operations and contribute to the success of construction projects.

KEY SKILLS

- Inventory Management
 - Procurement and Vendor Relations
 - Team Leadership and Supervision
 - Logistics and Distribution
 - Safety Compliance
 - Problem-solving and Decision-making
 - Communication and Interpersonal Skills
 - Attention to Detail
 - Microsoft Office Suite
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WORK EXPERIENCE

2023 – 20224

STORE IN-CHARGE (QATAR BUILDING ENGINEERING COMPANY)

- **Inventory Management:** Supervising and managing inventory levels to ensure adequate stock levels are maintained, conducting regular stock checks, and implementing inventory control measures to minimize losses or discrepancies.
- **Stock Replenishment:** Ordering new stock as needed, based on demand forecasts and sales trends, and coordinating with suppliers to ensure timely delivery of goods.
- **Staff Supervision:** Recruiting, training, and supervising store staff, delegating tasks, and scheduling shifts to ensure adequate coverage.
- **Security and Safety:** Implementing security measures to prevent theft or loss, ensuring compliance with safety regulations, and maintaining a clean and organized store environment.
- **Material Procurement:** Source construction materials such as cement, steel, lumber, pipes, electrical components, etc., from suppliers ensuring quality, cost-effectiveness, and timely delivery.
- **Equipment Management:** Coordinate the procurement, maintenance, and servicing of construction equipment such as cranes, forklifts, trucks, etc., ensuring availability and operational efficiency.
- **Logistics and Distribution:** Oversee the transportation and distribution of materials and equipment to construction sites, coordinating with logistics providers and ensuring on-time

delivery.

- **Quality Control:** Inspect incoming materials for quality and compliance with specifications, conduct regular quality checks, and address any issues related to material defects or non-compliance.
- **Safety Compliance:** Ensure compliance with safety regulations and standards in the storage and handling of construction materials and equipment, implementing appropriate safety measures and protocols.
- **Cost Management:** Monitor expenses related to material procurement and storage, identify cost-saving opportunities, and adhere to budgetary constraints set by project management.
- **Documentation and Reporting:** Maintain accurate records of material transactions, inventory levels, and equipment maintenance activities, and generate reports for project management.
- **Problem-solving and troubleshooting:** Address any issues or challenges related to material shortages, delivery delays, equipment breakdowns, or other logistics-related issues in a timely and effective manner.
- **Team Management:** Supervise store staff involved in material handling, inventory control, and logistics operations, providing guidance, training, and support as needed.

2021 – 2022

Bank Salesperson (FAULU MICROFINANCE BANK)

- **Managed all aspects of location and cultivation of new deposits and loans.**
- **Generated loans referrals for personal and business loans.**
- **Served as a key member of the sales team.**
- **Exhibited an exceptional level of customer service daily.**

2017-2021

Assistant Farm Manager (Downhill Farms LLC)

- **Managed services for a 21 acre family farm**
- **Managed all satellite farm practices including planting, harvesting, and spraying**
- **Coordinated 5 farm staff to organize and complete daily farm tasks such**

EDUCATION AND TRAINING

2016

Diploma in Business Management

Moi University

2004

Kakamega High School

Kenya Certificate of Secondary Education,(K.C.S.E)

Eregi Mixed Primary School

Kenya Certificate of Primary Education, (K.C.P.E)

LANGUAGE SKILLS

First language(s): **KISWAHILI**

Other language(s): **ENGLISH**

ADDITIONAL INFORMATION

CERTIFICATIONS

- Diploma in Business Management
- Kenya Certificate of Secondary Education

PERSONAL DETAIL (Home Address)

- Name :- Dennis Ongiro Etukey
- Date of Birth :- 23/07/1984
- Nationality :- Kenyan
- Religion :- Christian
- Marital Status :- Married
- Additional Contact :- +254707180460
- Address :- Po box 721,50200 kimilili town

PASSPORT DETAIL

- Passport No.: BK028287
- Place of issue: Nairobi/Kenya
- Issue Date: 02-07-2018
- Expiry Date: 01-07-2028

Thank you for considering my application. I look forward to the opportunity to discuss my qualifications further.