**Curriculum Vital**

APIRATION: To provide quality management, satisfactory services and technical support in (Business administration management procurement and logistics management and human resource management) to successfully achieve the goal or objective of any institution/organization

**PERSONAL DETAIL**

Name: Paul Lupai Eresto

Nationality: South Sudan

Date of birth: 1/1/1992

Marital status: Married

Gender: Male

Email: paullupai2017@gmail.com

Contact: 0955038362/0922007705

**EDUCATION BACKGROUND**

|  |  |  |
| --- | --- | --- |
| YEAR | SCHOOL/INSTITUTION | ACHIEVEMENT |
| 2009/2012 | EXECL ACADEMY SECONDARY SCHOOL (YEI TOWN) | UGANDA CERTIFICATE OF EDUCATION  (U.C.E) |
| 2008/2009 | LOKURUBANG PRIMARY SCHOOL  (LAINYA TOWN) | PRIMARY LEVEL EXAMINATION (P.L.E) |

**CAREER OBJECTIVE**

Seeking to work for government & non-governmental organization including development oriented institutions and learning institution to implement the following.

* Building along team career in business with opportunity for career following.
* To enhance my professional skill in adynamic and fast pace work.
* To use my skills in the valuable possible way for achieving organization goals

**OTHER TRAINING ATTAINED**

* Egypt Academy (certificate in Microsoft words)
* Uganda institute of social work & community development (certificate in IT)
* Uganda institute of Advanced Leadership (certificate in Graphics Design)
* Juba School Computing And Professional Study (Diploma In I.C.T)

**Work Experience**

|  |  |
| --- | --- |
| 10th –Dec-2015-to-10th June-2016 | **Work With Lucky Friends Trading And Construction Company** |
|  | * Enter verifies and update the system’s item master, and Bills of materials * Updating key information in the database. Input & maintain item pricing in the system per vendor/customer. Maintaining Accurate material and finish goods inventory in the system. * Bill of Materials. * Audit and Bills of Materials and communication follow up on any areas of discrepancies understanding of all manufacturing processes and operation as it relates directly to Bill of Materials. |

**Experience and Qualification**

|  |
| --- |
| Ideal candidate is highly accurate detailed oriented, and has strong follow up,  Able to handle respective tasks well as part of entry routine minimum of 2yrs experience in a Data entry capacity.(With knowledge of Inventory  Excellent working knowledge in Microsoft Access Database, Computer literate with the ability to quickly learn new systems,  Am a flexible person with zeal to work with people so that to share knowledge and skill. |

**LONGUAGE SPOKEN**

|  |
| --- |
| * English written and spoken * Arabic spoken * Bari spoken & written |

**Hobbies**

* Socializing
* Playing football
* Reading Educative material & writing stories

**Referees**

|  |
| --- |
| * **Richard wanicharless**   Aron international Hotel  Email: henryrabbi@gmail.com  **Contacts: 0955589419**   * **Henry Rabbi John**   Lucky friends Trading & Construction Company  Finance management  Email:richardsam439@gmail.com  **Contacts: 0955596009**   * **Eresto Laki Paul**   South Sudan Prison Service Juba  **Contacts: 0955269042** |

I **Paul Lupai Eresto** certify that the above information given into curriculum vital is true and sincere to the best of my knowledge and understanding.

Yours faithful

PAUL LUPAI ERESTO

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