

Curriculum Vitae

Personal Information

Full Name : Rediet Wondwosen
Address: Addis Ababa, Ethiopia
Mobile Phone contact: +251912717677
E-mail Address : rediet.wondwosene@gmail.com
Nationality : Ethiopian
Sex : Female
Marital status : Married

Work Experience

- Ethiopian Freight Forwarders and Shipping Agents Association (EFFSAA)

Job Title: - Training Manager (August 2021 up to now)

Job Description

- 📁 Coordinate and manages training programs with different stakeholders.
- 📁 Produces monthly performance report of the training process
- 📁 Map out training plans, design and develop training programs
- 📁 Manage Training workshops, events and meetings.
- 📁 Organizes short term and long term training programs.

Additional Tasks

- 📁 assist with the day-to-day operations in the office
- 📁 preparing reports and maintaining appropriate filing system
- 📁 making travel and meeting arrangements

Job Title: - Training Assistant (September 2019- August 2021)

Job Description

- 📁 Schedules training events
- 📁 Supporting training manager in developing report
- 📁 Responsible for clerical and administrative duties related to the delivery of training
- 📁 Assisting the training manager in the development of annual training plan and budget.
- 📁 Support training manager in managing training projects

Education and qualification

- 🎓 Master's Degree in Project Management and Planning , Yom postgraduate College (2020/21-2022/23)
- 🎓 Bachelor Degree in Business Administration and Information System (BAIS), Addis Ababa University, School of Commerce (2015/16 - 2017/18)
- 🎓 FIATA Diploma in Freight Forwarding (August 2020- February 2021)
- 🎓 Elementary-High School: - Nazareth School,

Computer skill

- ☐ MS office(Word, Excel, PPT ,and outlook)
- ☐ MS Project

Language

- ☐ Amharic (Fluent in Speaking, Reading Writing and Listening)
- ☐ English (Fluent in Speaking, Reading Writing and Listening)

Special Skill and competencies

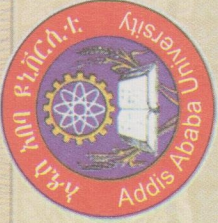
- ☐ Good communication skill
- ☐ Team Player
- ☐ Flexible

Training

Business Skill and Career Development training by Digital Opportunity Trust (DOT)
Customer Service Training

References

- ☐ W/ro Birtukan Haregwoin
General Manager, EFFSAA
+251-939450133
- ☐ Ato Brook Abebe
Senior Functional Consultant
+251-921784849



አዲስ አበባ ዩኒቨርሲቲ ADDIS ABABA UNIVERSITY

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The Senate of Addis Ababa University by virtue of the powers vested in it by the
Council of Ministers regulation No. 214/2011 hereby grants to:

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በንግድ ስራ አመራርና ኢንፎርሜሽን

Rediet Wondwosen Esayas
THE DEGREE OF

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ከመ.ሉ ክብሩ ጥቅሙና ግዴታዎቹ ጋር

Bachelor of Arts

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**in Business Administration and
Information Systems**

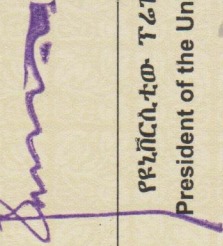
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ሁለት ሺህ አስር ዓመተ ምዕረት ተሰጠ።

with all honours, privileges and obligations pertaining thereto and in
witness thereof has authorized the issuance of this diploma duly signed
and sealed. Issued in Addis Ababa on this Fifth day of the month of July in the
year Two Thousand Eighteen.





የዩኒቨርሲቲ ሬጀስትራር
University Registrar



የዩኒቨርሲቲው ፕሬዝዳንት
President of the University

S/ № 125934



**Ethiopian Freight
Forwarders & Shipping
Agents Association**



Name : Rediet Wondwosen Esayas **Course Period** : August 5, 2020 to February 23, 2021
Gender : Female **Total hours** : 376 hours
Date of Birth : September 18, 1996 **Graduation Day*** : April 01, 2021
ID No : YLP/0053/12
Course : FIATA Diploma in International Freight Forwarding**

##	Module	Hours	Score (out of 100)
1	An introduction to Freight Forwarding	32	85.00
2	Maritime Transport	32	80.00
3	Multimodal Transport	24	81.00
4	Air Transport	52	93.52
5	Road Transport	52	92.00
6	Rail Transport	20	83.00
7	Inland Waterway	16	89.40
8	Logistics	32	80.00
9	Insurance	12	81.00
10	Dangerous Goods	40	92.00
11	Information & Communications (Technologies in Forwarding)	12	81.00
12	Customs	40	84.00
13	Safety & Security	12	87.00
Average			85.3

Case Study

Title	Points (out of 4.00)
Factors Affecting coordination of Border Agencies: the case of Modjo Dry Port	3.36

FIATA Grading

Score	Remark
> 80%	Very Good
66% to 80%	Good
50% to 65%	Fair

Birtukan Haregewoin, General Manager
EFFSAA



In addition to the compulsory modules, the trainee has taken the following extra classes;

- Logistics and Information System
- Customer Service and Communication
- Introduction to Basic Computer Skill

*The graduation day is different from the course completion day**

*Because of the COVID-19 pandemic the graduation day was extended

**The course was conducted using the English language



EFFSAA-2021-120

Ethiopian Freight Forwarders and Shipping Agents Association (EFFSAA)

Nigist Towers Hotel & Apartments 4th Floor

Kazanchis Guinea Conakry St.

Kirkos sub city worda 08 House No: - New

P.O. Box 576 code 1250, Addis Abeba, Ethiopia

TEL: +251-11-558-9045, +251-11-558-9046,

Email: info@effsaa.org Website: www.effsaa.org



Ethiopian Freight
Forwarders & Shipping
Agents Association



Certificate Of Completion

This is to certify that

REDIET WONDWOSEN ESAYAS

has successfully completed the FIATA diploma program in International Freight Forwarding given by the Ethiopian Freight Forwarders and Shipping Agents Association (EFFSAA) with support from the Special Initiative on Training and Job Creation on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ) implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.



Elizabeth Getahun

President, EFFSAA

01 April 2021

Addis Ababa, Ethiopia

EFT/135/21

This is to certify that

**REDIET WONDWOSEN
ESAYAS**

has successfully proved her competence and knowledge and is
awarded this

**FIATA DIPLOMA
IN FREIGHT FORWARDING**

(BY VOCATIONAL TRAINING AND EXAMINATION)

17223

Glattbrugg / Switzerland, this 25th Day of March 2021

FIATA



Basil Pietersen, President

FIATA



Dr Stéphane Graber, Director General



CERTIFICATE OF APPRECIATION

This certificate of appreciation is to

Rediet Wondwosen

In appreciation of your excellent contributions to the Ethiopian Freight Forwarders and Shipping Agents Associations (EFFSAA).

Your customer service, dedication, and exceptional coordination skills have proven to be valuable assets that have positively impacted our association. Our commitment to organizing and overseeing our training and other programs at the secretariat office has consistently delivered substantial value to our programs.

Thank you for your great commitment and services.

A blue ink signature of Elizabeth Getahun is written over a horizontal line. The signature is cursive and stylized.

Elizabeth Getahun
Board President

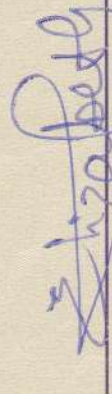
March 2024

Date

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በ ወደዚህ ረድኤት ወገድወሰን

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ስመራዎችና የጽ/ቤቱ ስመራ፣ በጋራ ደህን የምስክር የምስክር ወረቀት
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ኢስማኤል ፍታውን
ማህበረ ፕሬዝዳንት

