

CHIMASHI JOSEPH

CONTRACT COMMERCIAL FULFILLMENT MANAGER



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🚩 Zambian

👤 Single

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👤 PROFILE

I am an energetic, ambitious, hard working and motivated economist who has developed a mature and responsible approach to any task that I undertake, or situation that I am presented with. I have acquired extensive knowledge and skills through the study of International Economics and Trade as well as the business work experience at Huawei Zambia as a Contract Commercial Fulfillment Manager (CCFM) in the sales department. I am very excellent in working with others to achieve a certain objective on time and with excellence in an individual work execution diligently.

🎓 EDUCATION

Wuhan University <i>Degree Certificate</i>	2015 – 2021 Wuhan, China
Central China Normal University <i>Chinese Language Level 4 Certificate</i>	2014 – 2015 Wuhan, China
St. Paul's Secondary School <i>Grade 12 Certificate</i>	2010 – 2012 Kabwe, Zambia

👜 PROFESSIONAL EXPERIENCE

Fidelity Labour Consultants Ltd-Under Huawei Zambia <i>Contract Commercial Fulfillment Manager</i>	2021 – 2023 Lusaka, Zambia
<i>Contract Commercial Fulfillment Manager</i>	2020 – 2021 Botswana, Malawi, Namibia, Zambia, Zimbabwe.
TechServe Logistics and Car Hire-Under Huawei Zambia <i>Contract Commercial Fulfillment Manager</i>	2019 – 2020 Botswana, Malawi, Namibia, Zambia, Zimbabwe

SKILLS

Revenue Trigger

- Triggering revenue under:
equipment revenue trigger
- proof of completion (POC) by product
- and
straightline for five (5) countries namely; Zambia
- Zimbabwe
- Namibia
- Malawi and Botswana.

Invoice Sender, Invoice Tracker

- sending invoice to customer
- ensuring customer signs and accepts invoices
- ensures customer pay within due date of the invoice
- and close the invoice eflow-internally
- constantly in touch with the invoice creators and the accounts manager to facilitate the issuance of due invoice to clients on time.

BTS, Billing Inquiry

- familiar with the preparation of an uninvoiced report
- contract detailed information analysis
invoice detailed analysis)
- 14th elements of the contract closure analysis and report preparation
- contract/PO review and report

Contract Archive

- using Huawei Universal Document System (UDOC) to do online contracts archive
- and maintain volumes.

Computer literacy

- Microsoft words
- Microsoft Excel
- Power Point (PPT)
- STATA
- and Rstudio

LANGUAGES

English

secondary certificate and very communicable proficiency

Chinese

HSK 4

INTERESTS

- watching movies, playing badminton/football, adventurer, tasting different cuisines, taking pictures, making new friends.

AWARDS

Most improved learning skills award

Huawei Zambia

2019

Won an outstanding international student academic achievement award and the 1st prize in extra-curricula activities <i>Wuhan University</i>	2018
Certificate of Wuhan international student union award and director for careers affairs department of the international student union, <i>Wuhan University</i>	2018
A certificate of Service as the President for Zambian in Wuhan Students Association (ZAWUSA) awarded by Her Excellency the Zambian ambassador Mrs. Winnie N. Chibesakunda <i>H.E Zambian Ambassador Mrs. Winnie N. Chibesakunda-Beijing in China</i>	2018
Won an award in volunteer of change among the Zambian students in China which was presented by Her Excellency the Zambian ambassador Mrs. Winnie N. Chibesakunda, <i>H.E Zambian ambassador Mrs. Winnie N. Chibesakunda- Beijing, China</i>	2018
Won an outstanding academic achievement award <i>Central China Normal University</i>	2015
Best male in elementary chinese writing characters award <i>Central China Normal University</i>	2015

ORGANISATIONS

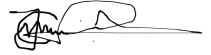
Wuhan International Student Union <i>Director under Careers Affairs Dpmt</i>	2017 - 2019 Wuhan, China
Zambian in Wuhan student Union <i>President</i>	2017 - 2018 Wuhan, China

REFERENCES

- Mr. Eneya Jere**, Assistant Chief Registrar Officer,
Ministry of Land, Natural Resources, and Environmental Protection
eneyajere@rocketmail.com, +2260979582551
- Dr. Emmanuel Sampa**, Assistant Director,, Rail and Transport under Ministry of Works and Supply
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- Mr. Dennis Kamfwa**, Legal officer, PACRA
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- Ms. Beauty Kabinda**, HR, TechServe Logistics and Car Hire
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- Brian Muuka**, Human Resource Offier, Huawei
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DECLARATION

A self-motivated and determined young Man with a humble background, but very ambitious, and very hard-working. A team player type of working culture personalities who ensures works are well done and executed on time. Able and willing to learn, with the ability to adapt to new knowledge and technologies. Can work with minimum or no supervision.



CHIMASHI JOSEPH
CHELSTONE, 2021.11.21