

CURRICULUM VITAE

HOCINE BOUHA



- Adress: **No 35 Cité 40 Martyr Yahyaoui Ramdane – Hassi Mefsoukh-Oran**
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- E-mail: **Hocine.RM@Live.com**
- Date of birth: **04/05/1991**
- Place of birth: **Relizane - Algeria**
- Nationality: **Algerian**
- Sex: **Male**
- Material status: **Single**

OTHER SKILLS

Excel
Word
Power point

LANGUAGES

Arabic: Native Speaker
French: Good
English: Good
Spanish: Beginner
Turkish: Beginner

INTERESTS

Sport
Traveling
Meeting Friends

EDUCATION/QUALIFICATIONS

- 2010 **Hight School Diploma : Foreign languages**
GDYEL – ORAN / ALGERIA
- 2011 **Driving License : category B**
- 2013 **B.A : English Language and Civilisation**
ORAN UNIVERSITY / ALGERIA
- 2015 **Certificate AELTPN**
BRITISH COUNCIL / ALGERIA
- 2016 **Professional M.A : Language, Culture and Enterprise**
ORAN UNIVERSITY / ALGERIA
- 2017 **Senior Technician Diploma : HSE**
ORAN INSTITUTE / ALGERIA

WORK EXPERIENCE

From **(GP1Z) SONATRACH,**
04/10/2016 **Internship in HRD.**
to
05/09/2016

- Recruitment Service
- Career Management Service

From **SARL ACEI,**
06/01/2016 **Position: Supervisor.**
to
12/31/2016

- Group Management
- Stock Management
- Customer Relationship Manager
- Cashier
- Daily Report

WORK EXPERIENCE

From
01/02/2017
to
04/05/2018

Astay Gayrimenkul Insaat Yatirim ve Turizm AS.

Position: **Logistics Administration Responsible**

- Charged of Department Organisation
- Group Management
- Documentation Management
- Companies relationship Responsible (Suppliers/ Maritime Companies/ Costomer Brokers/ Insurances/ Clients).
- Technical Translation
- Charged of Insurance
- Department Budget Manager
- Financial officer

From
05/14/2018
to
07/27/2018

CAAT (Insurance Company),

Position: **Charged of Studies 2nd level**

- Charged of Cars' Insurance Service
- Charged of Cars' Sinister Service
- Charged of Transport Service (Private Transport / Public Transport / Maritime transport / Air Transport)

From
08/01/2018
to
02/28/2019

SPA RENAISSANCE HEAVY INDUSTRIES

Position: **Logistics Specialist**

- Charged of Department Organisation
- Documentation Management
- Companies relationship Responsible (Suppliers/ Maritime Companies/ Costomer Brokers/ Insurances/ Clients).
- Charged of Insurance
- Charged of recovering documents from the bank (Pre-domiciliation / Domiciliation/ Swift e-mail...etc)

From
08/01/2018
to
02/28/2019

INTERNATIONAL TRADE ACE B.V.

Position: **Logistics Consultant (Partnership)**

- Shipment Tracking
- Organisational follow-up
- Follow-up of the Documentation
- Insurance follow-up
- Charged of Insurance
- Follow-up the bank documents recovery
- Follow up the financial status of shipments

WORK EXPERIENCE

From
17/10/2019
to
16/01/2020

SARL KNAUF
Position: **Interpreter**
➤ Technical translation