

ISMAIL EL-MALLAH

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20.Aug.1995

Manama, Bahrain



EDUCATION

Cairo University, Georgia Program SEP 2014 – 2019
Bachelor's Degree in Economics and Finance

EXPERIENCE

Talabat

Dec 2019 — Present

- Logistics Specialist (Dispatching Team)
- Considered the focal point between customers, riders, and restaurants
- Monitors the rider's location and movement
- Contact the rider's manager to report any issue with a certain rider if needed
- Handles delayed delivery due to vehicle mechanical issues/lack of fuel
- responsible for hiring riders in Gulf countries and Egypt
- Monitoring and auditing all rider's legal papers and ensuring they are valid and not expired as per every country Regulations
- Working on Arara system and Rooster
- Reporting any suspicious papers to countries channels via Slack
- Joining finance department loan period for 6 months
- Joining marketing department loan period for 3 months
- Joining training department loan period for 4 months

COURSES

- Test of English as a Foreign Language (TOEFL)
- Portfolio Management Course.
- Derivative Course.
- Time management course
- Business writing course
- Communication skills course
- Data analysis course
- Supply chain course
- Forecasting and analytical techniques course

TRAINING

JUPCO Petroleum Co.

Jun 2017 — Dec 2017

Summer training, Finance Department/Head Office

Pharaonic Petroleum Co.

Jun 2016 — Dec 2016

Summer training, Finance Department/Head Office

SKILLS

- Arabic and English fluent
- Finance
- Microsoft office
- Technical analysis
- Sales and negotiation
- communication skills
- Time management skills