Tewodros Assefa Geletu

5543 Trent CT Alexandria, VA 22311
Cell: 571-457-0834
Mercytedd7@gmail.com

Objective

- To obtain a challenging position in a reputable organization where I can utilize my skills, educational background, and experience to contribute to the company's success and growth.

Education

- Bachelor of Computer Science in Management Information Systems
  Micro link Information Technology College – Addis Ababa, Ethiopia
  2014 – 2017
- Full Stack Web Development Certification
  Evangadi Tech
  2025
  Completed training in front-end and back-end technologies including HTML, CSS, JavaScript, React, Node.js, Express, MySQL.

Professional Experience
Import/Export Manager
Get-As International PLC – Addis Ababa, Ethiopia
2015 – 2017
- Managed the flow of goods between Ethiopia and international markets
- Supervised import/export documentation and monetary transactions
- Led and evaluated team performance
- Established strong relationships with government agencies, clients, and vendors
- Participation in client meetings and contract renewals

Sales Representative
Modern Wholesale – Addis Ababa, Ethiopia
2014 – 2016
- Assisted customers in identifying suitable products
- Processed orders and explained product promotions
- Delivered prompt and accurate customer service

Customer Service Representative
Internet Café – Addis Ababa, Ethiopia
2015 – 2016
- Handled customer inquiries via phone and in person
- Provided computer services such as printing, scanning, and data encoding
- Maintained equipment and customer areas
- Monitored inventory and addressed customer concerns effectively

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Head Cashier

Olympia Supermarket – Addis Ababa, Ethiopia

2012 – 2013

- Supervised cashier staff and trained new hires
- Maintained accurate records of sales and inventory
- Enhanced customer satisfaction by implementing new service strategies
- Processed transactions efficiently

Technical & Additional Skills

- Web Development: HTML, CSS, JavaScript, React, Node.js, Express, MySQL
- Tools: VS Code, Git & GitHub, Postman
- Productivity: Microsoft Word, Excel, PowerPoint
- Languages: Amharic (Native), English (Advanced)
- Soft Skills: Excellent communication, problem-solving, teamwork, and leadership **skills**