

CONTACT ME

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EDUCATION

Secondary High School- BA (Rd.) An-Noor National Collage, Sri Lanka 2003 - 2005

Diploma in Computer Studies IIIT Campus, Madampe, Sri Lanka 2002 - 2003

Diploma in English
Institude of English, Kandy, Sri Lanka
2006 - 2007

SKILLS

- Excellent Communication in English verbal and written
- Sales and Marketing Knowledge
- Product Knowledge
- Presentation and Negotiation to close the deal
- Technical Knowledge and Quick Learner
- Creative Problem Solving

Umarlebbe Jawath

Driver / Driver cum Messanger

WORK EXPERIENCE

Driver 2022 - 2023

Al Sahab Hospitality, Doha - Qatar.

Company drivers provide various transportation services, the nature of which is dependent on the company for which they work. They transport products, materials, equipment and company staff to and from specified locations.

Driver cum Messanger

2016 - 2019

Extraco Erthworks and Transportation, Doha - Qatar

- Transport clients and/or packages to and from destinations
- Arrive at destinations on schedule
- Fulfill administrative needs, like office pickups
- Research and plan for traffic, construction and weather delays
- Use navigation applications to determine the best route
- Interact with clients professionally at all times
- Ensure that the vehicle is always fueled and ready for use
- Arrange for vehicle repairs as needed
- Keep mileage records and repair records up-to-date

Driver

2011 - 2015

Al Asfar Trading and Contracting, Doha -Qatar.

Loading, transporting, and delivering items to clients or businesses in a safe, timely manner. Reviewing orders before and after delivery to ensure that orders are complete, the charges are correct, and the customer is satisfied. Assisting with loading and unloading items from vehicles.

REFERENCES

MAM. Jawahir

Accountant

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AGA. Haneez

Sr. Document Controller

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