

## CIRRUCULUM VITAE

Mohammed Ibrahim  
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**Objective:** Professional development in a variety of challenging marketing roles at a dynamic environment which rewards dedication and ambition.

### About Me

I have 7 years of Experience holding a Qatar Driving License. I'm hardworking with expertise providing excellent support in purchasing. Engaging and pleasant personality with safe and accident-free driving record. Seasoned Driver with safe driving record and positive attitude. Highly effective and skilled at determining best routes. To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

### Education

Secondar School Certification (SSC)  
(Andhra Pradesh) India.

### Work Experience

Company Name: Westheimer Trading Qatar  
Designation: Purchasing cum Driver  
Location: Industrial Area Street Wakalat 27  
Duration: February 2017 to Present

- Research potential vendors
- Compare and evaluate offers from suppliers
- Negotiate contract terms of agreement and pricing
- Track orders and ensure timely delivery
- Review quality of purchased products
- Enter order details (e.g. vendors, quantities, prices) into internal databases
- Maintain updated records of purchased products, delivery information and invoices
- Prepare reports on purchases, including cost analyses
- Monitor stock levels and place orders as needed
- Coordinate with warehouse staff to ensure proper storage

- Attend trade shows and exhibitions to stay up-to-date with industry trends Cleaned and maintained vehicle and assessed vehicle for damage after each shift.
- Kept detailed mileage and fuel reports to track overall fuel costs.
- Completed routine pre- and post-trip inspections to evaluate vehicles and assess maintenance needs.
- Coordinated efficient routes to avoid delays and optimize schedules.
- Followed all relevant traffic laws and safety regulations.
- Utilized GPS and other navigation tools to plan routes and stay on schedule.
- Communicated with dispatchers and other personnel to coordinate transportation schedules.
- Maintained professional and friendly demeanor during deliveries to uphold company reputation.

#### Personal Details

**Father's Name** : Mohammed Asgar Mustafa  
**Date of Birth** : 28.04.1989  
**Nationality** : Indian  
**Marital status** : Married  
**Languages Known** : English, Hindi, & Urdu  
**Visa Status** : Residency permit with NOC  
**Qatar Driving License** : 28935613858

#### Passport Details

**Passport Number** : U0583230  
**Date of Birth** : 28/04/1989  
**Passport Expiry Date** : 25/09/2029  
**Nationality** : Indian  
**Place of Issue** : Hyderabad

I hereby Declare that all the above-mentioned information is true as per my knowledge **Mohammed Ibrahim**.