**Muhammad Hanif****Mobile:** +923214800731

+923354800731

**Email:** [hanifmarth4@gmail.com](mailto:hanifmarth4@gmail.com)**Professionals summary**

---

Skilled driver with 9 years of experience driving people around the greater Austin area. Excelled in ensuring passengers always felt safe and comfortable no matter how long the journey would be. Experience in performing routine car maintenance, cleaning a vehicle's interior, and picking up passengers from potentially crowded areas. Exceptional talent with providing customer service and having great time management skills

**Skills**

Effective time management skills to always allow employer to know where I am and update them when I am running behind.

Excellent customer service to always check in on individuals and ask if there is anything I can do to make trip more enjoyable.

Extensive knowledge of state vehicle laws.

Great speaking skills to convey pertinent information to passengers.

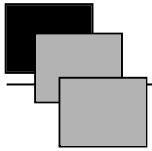
Expertise in database user software to log information at the end of every workday.

Active listening skills to make customers feel appreciated.

**PERSONAL PROFILE**

---

Nationality	: Pakistan
Date of birth	: 14 <sup>th</sup> September 1983
Religion	: Muslim
Marital Status	: Married
Languages	: English, Arabic, Urdu
Driving License	: Manual driving license valid UAE & Motor Bike Valid UAE License



## **EDUCATION QUALIFICATION**

---

### **METRIC BOARD From Private School**

#### **Professional course ( On The Job Training Course)**

**Diploma in Customer Service from Alison University Ireland ( Online On the job Training Course) – 2017**

**Diploma in Communication Skills from Alison University Ireland ( Online on the job Training Course) -- 2018**

#### **Driving License Detail (UAE)**

---

##### **Manual Light Vehicle & Motor Bike**

License Number: **153235**  
Date of Issue: 12-10-2014

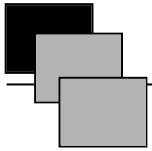
#### **Gulf Experience**

##### **Emirates Post Group UAE 2017 to 2023**

Interpreted maps and followed written and verbal directions.  
Kept the warehouse and associated outside areas neat and clean at all times.  
Completed and submitted all necessary logs and paperwork on a daily basis.  
Fostered positive working relationships with customers by responding to their questions and concerns.  
Voted Courier Driver of the Year.

##### **AL KHAIR Restaurant UAE 2016 to 2017**

Follow all state regulations while operating a vehicle.  
Conduct routine maintenance, such as checking oil levels and inspecting tire pressure.  
Pick up passengers from a variety of locations and always ask for their level of satisfaction after a ride.  
Communicate with dispatchers to inform them of whenever a passenger is about to be picked up.  
Provide information to passengers about things to do in the local area.



### **Al Sada Bahar Restaurant UAE**

2014 to 2016

Conducted pre-trip and post trip, completed forms daily and submitted to dispatcher.

Maintained car clean inside and out.

Drove car in a safe manner at all times by wearing safety belt.

Received orders in a professional manner.

Reported maintenance problems to mechanic.

### **Silent Valley Restaurant**

2012 to 2014

Kept vehicle clean and ready for the trip

Greeted customers with a smile

Deliver and get payment through cash and credit cards

Followed driving security and protection policies and procedures

Handled customer problems professionally and in a pleasant manner

Helped in back of house operations

Performed cleaning and repairs duties as needed

### **Hobbies and Interests**

When I am not working, I enjoy learning new recipes and making them for my family. In fact, a passion for cooking is something I occasionally bring up to passengers who express an interest. We will swap recipes over the course of the trip, and it becomes a much more pleasant driving experience for everyone involved.

Reference will be provide on Request