

## CURRICULUM VITAE

**Name** : KAMLESH SURESH MESTRY

**Address** : Retaj Bldg. No.97,C Block 3<sup>rd</sup> Floor, Flat No. 48,  
Al Sadd, Doha Qatar.

**Mobile No.** : +974 50036640

**Email id** : [kamleshmestry4@gmail.com](mailto:kamleshmestry4@gmail.com)



### ACADEMIC PROFILE :

Course	Year of Passing	College
Higher Secondary Certificate (MCVC)	2012	Patuck Technical Jr. College (Vakola, Santacruz(E) Mumbai-400055.
Secondary School Certificate	2010	Swami Vivekanand High SchoolMalad (E) Mumbai-400097

### COMPUTER KNOWLEDGE :

- Basic knowledge of computer
- Microsoft Office (Word ,Excel, Internet etc)

### ADDITIONAL QUALIFICATION :

- ❖ Certificate Of **ACE Driving And Road Safety Education Pvt. Ltd.**
- ❖ Bus Driver Certificate From **B.E.S.T. (Brihanmumbai Electricity Supply and Transport)**
- ❖ Certificate Of Computer Courses From **Raj Software Technology (INDIA) Ltd.**

### EMPLOYMENT HISTORY :

- **ZERO BUG ZONE SERVICES W.L.L. Doha – Qatar.**  
(From May 2023 To Present)  
**Position** : Pest Control Supervisor cum Driver

### RESPONSIBILITIES :-

- My duties as the Pest Control Supervisor included,
- Communicated effectively with customers about what their pest problem is and how to solve it.

- Took the required measurement of the area in need of treatment.
- Identified invading pests, including rats, termites, snakes, wasps, ants, spiders, mosquitoes, or bed bugs.
- Review daily service activities
- If a route was open or a technician out, I worked the route to keep it current
- Ensure technicians are providing excellent service to avoid any cancellations
- Maintained proper inventory of tools, equipment, and materials in company vehicles.
- Ensure "on time" services and handling of complaints, within 24 hours or otherwise scheduled
- Perform quality control inspections on commercial customers
- Maintain proper and continued training
- Oversee the routing process to ensure maximum efficiency of pest routes
- Determined the type of treatment needed to eliminate pests.
- Helped technicians on difficult assignments and kept track of materials.
- Trained pest control technicians and assist them in their day-to-day tasks.
- Used detective skills to identify their problem and provide a solution.
- Completed all paperwork and electronic documentation as it relates to Pest Control operations.

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➤ **SHWETA MOBILE AND STATIONARY MART . Mumbai – India.**  
(From June 2016 To March 2023)

**RESPONSIBILITIES:.**

- Maintain Knowledge of multiple carriers Plans and compare with confidence to customers,
- Money transfer of the customers through online transactions.
- Used consultative sales approach to understand customer needs and recommend relevant offerings.
- Explain options to customers and recommend best-plan choices.
- Give away black & white and colour photocopy to the customers.
- Give away to the customers printouts and cutouts from the mail & net surfing.
- Replied to customers queries about products and suggested products based on the companies specification.
- Prioritize sales while handing customer service issues in a timely and professional manner.
- Give documents to the customers and updated them through new plans.
- Applied screen protection on cellphone devices.
- Set up new account, Upgrades, and add-ons, Followed up with customer to ensure satisfaction, and create sales opportunities.
- Worked independently as well as be a team Player

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➤ **Organization : Contract Basis Employee in Air India LTD. Mumbai – India.**  
(From April 2014 To May 2016)

**Position : Office Clerk**

I am performing as Contract Basis Employee in Production planning Division (PPD), Accessories Overhaul Section at Air India, Mumbai by handling **RAMCO** (ERP software used by Air India ),**I Work as a Office Clerk.**

## RESPONSIBILITIES:

- Checking and Tracking of Various parts by using **RAMCO** software for getting Production Status (Under Repair, Withdrawn & EPR) for DPS & Weekly Meeting.
- Assisting in Preparation of Daily Production Schedule (DPS) for various Section of AOD shops i.e (Electrical/Fuel/Hydraulic/Pneumatic) as per Aircraft/JOD/other Requirements
- Filing & Keeping the Records of all Document Related to AOD Production Planning Division

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➤ **Organization : Reliance Infrastructure Limited, Mumbai – India.**

(From Sept. 2012 To Sept. 2013)

**Position : Apprenticeship Trainee in Reliance Infrastructure Ltd.**

I completed an Apprenticeship Training at **Reliance Infrastructure Ltd**, Mumbai as a Technician (Vocational) in **Meter Testing Department (MTD)**.

## RESPONSIBILITIES:

- Inspection & Checking of Various Meters (Genus & Kaifa)
- Production of Repaired meters and ensuring the serviceability by using SAP software
- Assisting in preparation of Daily production Status

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## PERSONAL DETAILS :

**Name** : Kamlesh Suresh Mestry

**Date of Birth** : 19/09/1994

**Qatar Driving License**

**Issue Date** : 12-03-2024 , **Validity** : 11-03-2029 .

**Nationality** : Indian

**Passport No.** : T4064633

**Date of Expiry** : 21/02/2029

**Gender** : Male

**Marital Status** : Unmarried

**Languages Known** : English, Hindi & Marathi