



Mohamed Fazly Thajudeen

MESSENGER

CONTACT

Doha - Qatar
+974 7728 9277
Fazly883@gmail.com

SKILLS & KEY POINTS:

- o Have valid Light Vehicle Driving license in Qatar.
- o Proficiency in English.
- o Excellent knowledge of MS Office.
- o Strong listening, presentation and decision-making skills.

LANGUAGE SKILLS:

- o English: Good
- o Tamil: Fluent (Native)
- o Malayalam: Conversational
- o Hindi: Conversational

HOBBIES & INTERESTS:

- o Bike Ride
- o Travel and Touring

SOFTWARE SKILLS:

- o Microsoft office 2010 (Word, Excel & Outlook)
- o Windows & Mac OS, E-mail & Internet

DECLARATION:

I hereby declare that the above particulars of facts and information stated are correct to the best of my belief and Knowledge.

E Signature:

Sincerely,
Mohamed Fazly.

OBJECTIVE

Seeking an opportunity to work as a Company Driver where I can apply my knowledge of vehicle maintenance, safety protocols, and outstanding customer service capabilities. Applying for the role of Company Driver where I can use my experience in delivering goods on time while providing excellent customer service.

WORK EXPERIENCE

Delivery Driver

Buraq Limousine Company – Qatar (Jan 2022 – Till to Date)

- Clarifying your scheduled and anticipated deliveries before each shift begins.
- Fetching, checking, and signing for parcels at their respective collection points.
- Taking special care to load the parcels in a safe manner.
- Devising and choosing the most effective routes.
- Transporting items to drop-off points.
- Answering recipients' questions about the delivery process.
- Ensuring that the recipient sign all relevant documentation upon delivery.
- Checking completed all work allocated for the day.
- Advising your line manager of deliveries that could not be fulfilled.

Sales Executive

Blue Bell Jewellery - Qatar (Jan 2017 – Dec 2021)

- * Establish New business.
- * Negotiating contracts and packages.
- * Meeting with clients virtually or during sales visit.
- * Deliver the material on site as per client requirement & purchase order.

Delivery Driver

FINAGLE LANKA (PVT) LTD – Sri Lanka (Apr 2016 – Dec 2016)

- Clarifying your scheduled and anticipated deliveries before each shift begins.
- Taking special care to load the parcels in a safe manner.
- Transporting items to drop-off points.
- Ensuring that the recipient sign all relevant documentation upon delivery.
- Advising your line manager of deliveries that could not be fulfilled.

EDUCATION

Higher Secondary: Ordinary Level General Study

Addalaichenai Central College – Sri Lanka, Jan 2010 – Oct 2011

Higher School Diploma/GED/O: Advance Level Studies of Commerce

Addalaichenai Central College – Sri Lanka, Mar 2011 – Mar 2014

Certification: Certificate in Business Management Studies

Educational office - Akkaraipattu – Sri Lanka, Jun 2014 – Dec 2014