

2023



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Mohamed Ziyathu Abdul Razak

This is my Resume for Logistics Messenger Cum Driver & Merchandiser where I spent about 7 years in (Al Dar Aljameela For Decor - Qatar 2018 to 2022 & Unilever Global LLC - 2016 to 2017 - Sri Lanka) achieving the Satisfaction of Customer and developing people where my skills, Experience and Trainings gives me the ability to do that.

E-Mail : ***Mohamed.siyath1996@gmail.com***

Visa Status : Transferrable (NOC Available)

Qatar Driving License : Exp 10-01-2026

Nationality : Sri Lanka.

Religion : Muslim

Date of Birth : 27.01.1996



Objective

Seeking a challenging position in a multinational organization with a possibility for advancement and growth, a working place where I can have an opportunity that allows for full capitalization, develop and adding on to my previous experience and potential.

Work Experiences

▯ Al Dar Aljameela For Decor - (Qatar)

Worked as Logistics cum Messenger with staff transportation - 2018 to 2022

▯ Unilever Global LLC - (UG LLC - Sri Lanka)

Merchandizer & Store Supervisor From 2016 to 2017.

Duties & Responsibilities

- ▯ Container clearance officer in Hamad port
- ▯ Collecting the mail from post office on each week
- ▯ Taking mail to the post office as and when necessary.
- ▯ Deliver all official mail and check payments to concern departments.
- ▯ Arranging with customers to delivering the items of retail sales.
- ▯ Submit the delivery notes and status to concern team daily basis and declaration
- ▯ Determining need for and implementing product promotions, price changes, mark downs, clear outs, etc.
- ▯ Stocking sales floor shelves and creating attractive product displays.
- ▯ Analyzing sales figures, market trends and customer behavior to determine product needs

Areas of Expertise

- ▯ Logistical management under HR department
- ▯ Recording tasks undertaken and reporting on activities
- ▯ Welcomes customers by determining their travel interests and assist.
- ▯ Keeps equipment operating by following operating instructions, troubleshooting breakdowns
- ▯ maintaining supplies; performing preventive maintenance; calling for repairs
- ▯ Maintains safe and healthy work environment by following organization standards regulation

Personal Skills & Languages

- ▯ An excellent command of verbal and written English and Arabic & Tamil languages.
- ▯ Possess strong communication skills in addition to problem solving, positive thinking
- ▯ Results oriented, discrete, ambitious, team-player, Creative and well learning & Safety & Security
- ▯ Committed, handworker, self-motivated, proactive & self-disciplined.

Education

- ▯ GCE Advance level in commerce with distinction pass.
- ▯ GCE Ordinary level with high result.

Declaration

I hereby certify that the above-mentioned information finished by me is true and correct to the best of my knowledge and shall endeavor to carry out my duties to the best of my abilities

A R. Mohamed Ziyathu

Thanks a lot