

CURRICULAM VITAE

Abdullah Khan

☎+974 66415461 ✉ imarkqr08@gmail.com

Holds Qatar Driving license.

Joining – Immediately.

NOC – Readily Available.

Summary

Experienced and safety-conscious driver with a proven track record of delivering goods and passengers safely and on time. Seeking a challenging driver position with a reputable company where my skills and dedication to road safety can contribute to efficient transportation services.

Skills

- Thorough knowledge of automobile and equipment safety.
- High flexibility in scheduling, including nights, weekends and holidays.
- Excellent driving ability, even in poor weather conditions.
- Good availability for assignments on short notice.
- Good problem-solving and analytical skills.
- Strong interpersonal and client service skills.
- Use navigation applications to determine the best route.
- Able to operate computer.
- Vehicle maintenance and inspection.

Education:

SSC - Amar Nath High School, India.

Additional Info:

Nationality - Indian.

Age – 10th July 1990 (33 years).

Marital status – Married.

PROFESSIONAL EXPERIENCE

Total 10 Years of experience as driver in Qatar.

Company: Sensible Limousine - QATAR

Date: April 2019 to till date

Position: Driver

Company: Nasir Bin Khalid (Select Rent A Car) - QATAR

Date: March 2017 to February 2019

Position: Driver

Company: Jamran Trading & Contracting Co. - QATAR

Date: Feb-2013 to Jan 2017

Position: Driver

ROLES AND RESPONSIBILITY

- Responsible for the safe and timely transportation of goods/passengers to various destinations.
- Maintain a clean and mechanically sound vehicle, conducting regular inspections and maintenance.
- Plan and optimize delivery routes to ensure on-time deliveries and fuel efficiency.
- Handle and document delivery paperwork, including bills of lading, invoices, and receipts.
- Provide excellent customer service, addressing inquiries and concerns professionally.
- Adhere to all traffic laws and safety regulations, maintaining a clean driving record.
- Assisted passengers with boarding, securing seatbelts, and handling special requests.
- Performed minor vehicle repairs as needed.
- Responded calmly and efficiently to unexpected situations, such as traffic delays or emergencies.
- Maintained clean exteriors and interiors of rental vehicles.
- Kept daily pick-up records.
- Interact with clients professionally at all times.
- Ensure that the vehicle is always fueled and ready for use.
- Reporting any accidents, injuries, and vehicle damage to management.

Declaration:

I hereby declare that the above-mentioned information is very true and factual.

Thanking you

Abdullah Khan

+974 66415461