

# A.S.MOHAMMED NAZEER

(Valid Q-ID with NOC))



## Contact

**Address:**

DOHA, QATAR.

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+974 50224335

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## Languages

- English
- Hindi
- Tamil
- Malayalam
- Sinhala

## IT Proficiency

- Adobe Collection
- MS Office Suite
- Ulead Video Studio
- Cyber Link Power Director

## Summary

Efficient driver with good experience safely transporting people and goods. Expert in planning delivery routes and schedules, interpreting maps, and analysing traffic trends to determine the fastest routes. wishing to find a challenging position that matches my competencies, capabilities, skills, education and experience as salesperson, driver/messenger and computer operator.

## Experience

**2024**

**EXECUTIVE OFFICE DRIVER, UNITED DEVELOPMENT COMPANY (UDC) - QATAR**  
Driver at UDC CEO office. Ensuring the collection of written communications and other items from outside company. Deliver documents to clients and other offices. driver for manager. General driver tasks and duties. Purchase stationary, pantry and other items for office.

**2022-2023**

**TAXI DRIVER, UBER, PICKME & YOU CAB – SRI LANKA.**

Provided safe and comfortable transportation services to customers in need. Adhered to traffic laws, road regulations and company safety policies. Assisted passengers with luggage and provided door-to-door service. Maintained a clean and orderly vehicle appearance. Proficient in GPS navigation and modern technologies for efficient routes.

**2017 - 2021**

**MESSENGER, CROWN CONSULT – DOHA, QATAR.**

Driving the head of delegation and appointed staff to appointments and function. Ensuring the collection of written communications and other items from outside company. Deliver documents to clients and other offices. Support project team with submission of deliverables. Personal driver for director. General driver tasks and duties. Faxing, printing, photocopying, filing and scanning. Purchase stationary, pantry and other items for office.

**2012 - 2015**

**SALES MAN / MERCHANDISER / DRIVER, AL MASHRIQ – DOHA, QATAR**

More than three years' work experience at Al Mashriq in Qatar as Salesman, Merchandiser and Driver. Assisting visual merchandisers to plan store layouts to promote key lines. Accurately stocking and rotating products onto shelves from backroom inventories. Building up and maintaining product displays.  
(Merchandiser in Qatar's major hypermarkets - Family Food Center, Lulu Hyper Market and Carrefour Villaggio)

## Education

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**GENERAL CERTIFICATE OF EXAMINATION (ORDINARY LEVEL-2006)**, GOVERNMENT EXAMINATION  
DEPARTMENT OF SRI LANKA (Successful pass in all subjects)

**GENERAL CERTIFICATE OF EXAMINATION (ADVANCE LEVEL-2009)**, GOVERNMENT EXAMINATION  
DEPARTMENT OF SRI LANKA (Successful pass in all subjects)

**DIPLOMA IN COMPUTER HARDWARE ENGINEERING**, BRITISH INFORMATICS OF COMPUTER TECHNOLOGY

**DIPLOMA IN MICROSOFT OFFICE**, ASIAN COMPUTER SYSTEM

## Other Courses

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- Adobe Collection (Lightroom, Photoshop etc.)
- Video editing (Ulead, Pinnacle & Power Director).
- Spoken English Training Program.
- Troubleshooting and diagnosing hardware and software problems, including Laptop/desktop, PC Hardware.
- Excellent hands-on experience, installing, operating, and troubleshooting Microsoft Applications, Vista, WindowsXP,7,8,10.

## Skills

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- Excellent customer service skills
- Knowledgeable in local roads, and area
- Familiarity with Qatar's traffic rules and regulations
- Efficient driver with a valid license and a clean driving record
- Good communication and interpersonal skills
- Ability to work independantly and responsibly
- Ability to follow instructions and directions
- Collaberate with team members
- Excellence in using relevant technologies and systems such as GPS navigation system
- Proficiency in maintaing the vehicle
- Ability to assist the departmental needs by demonstrating excellent organizational and administrative capabilities
- Ability to process and work with confidential information

## Personal Details

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- **NAME** : **ABDUL SALAM MOHAMMED NAZEER**
- **DATE OF BIRTH** : **22 OCTOBER 1990**
- **NATIONALITY** : **SRI LANKAN**
- **PASSPORT NO** : **N 9607304**
- **QID / DRIVERS LICENCE NO** : **29014405597 (Manual and Automatic)**

## References

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**TALLAL AL KHALIFA**

CHIEF FINANCIAL CONTROLLER – CFO,  
INTEGRAL GROUP HOLDING W.L.L. (IGH) Qatar.  
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**MOHAMED MAFAHIM**

SENIOR ACCOUNTANT,  
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