

CURRICULUM VITAE

BASIT HAMEED

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QID: 29258606635

CAREER OBJECTIVE:-

Ambitious, self-motivated, determined & energetic candidate seeking the best suitable opportunity in office administration or document controller cum Messenger to enhance knowledge there by attain career growth. Interested in Position where I can utilize my active experience and skills for delivering promising work.

CAREER STRENGTH:-

- Having more than six years of experience in the Transport Sector.
- Hardworking with quick learning skills.
- Dependable, Confident, Committed, Loyal & Honest.

PROFESSIONAL EXPERIENCE:-

- **Worked as Limousine Driver** : Pearl Continental Hotel Bhurban in Pakistan
[01 May 2015 to 30 May 2016]
- : Grand Hights Hotel Murree in Pakistan
[01 May 2016 to 31 July 2019]
- : Limousine Driver in Qatar
[2022 to Till Date]

ACADEMIC RECORDS:-

Qualification	Board of Exam	Institute
Degree	University	Jamia Tartel-ul-Qur'an, In Rawalpindi, Pakistan
F.A	Higher Secondary Board of Examination	Rawalpindi Board
Matric	Secondary Board of Examination	Rawalpindi Board

PERSONNEL SKILL:-

- Know all the routes in Qatar as having more than six years of Transportation based experience in Qatar.
- Comprehensive problems solving abilities.
- Capable of working under pressure situation.
- Ability to deal with people diplomatically.
- Hard working and highly responsible for the job which entrusted.

COMPUTER ORIENTED SKILLES:-

- **Practiced Operating Systems:** Windows95, Windows2000, Windows XP, Windows Vista, Windows7
- **Practiced Office Package:** Microsoft Word, Microsoft Excel, Microsoft Access and Microsoft PowerPoint.

HOBBIES & INTERESTS:-

- Travelling.
- Creative activities.

PERSONAL PROFILE:-

Name	:	Basit Hameed
ID Number	:	29258606635
Expire Date	:	16/08/2024
Passport Number	:	DC6278032
Age & Date of Birth	:	31 Years. 02 June 1992
Marital Status	:	Married
Religion	:	Islam
Languages	:	Arabic, English, Urdu, Punjabi

DECLARATION:-

I hereby declare that the above written particulars are true to the best of my knowledge and belief. If I am offered an opportunity to work, I will discharge the duties entrusted to me to the best of my capacity and to the entire satisfaction of my superiors.

Place: Doha

Basit Hameed.