



Mohammad Amir Hossain

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● ABOUT ME

I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative. I am able to work well under pressure and adhere to strict deadlines.

● WORK EXPERIENCE

25/03/2013 – 22/08/2018 Doha, Qatar

TRANSPORT DRIVER & CARGO SERVICE AGENT QATAR AIRWAYS

Operating vehicles or other machinery used in loading or unloading cargo. Performing pre-trip inspections to ensure that vehicles are safe to operate and are properly loaded. Identifying mechanical problems with vehicles and reporting them to supervisors. Maintaining records of deliveries made, including mileage, fuel usage, and cargo weight. Reported any accident, breakdown or emergency in line with divisional policy. Communicated with transportation and shipping services to determine logistics details. Dealt with vendors to facilitate claims and payment adjustments, easing worries of customers. Analysed best route for shipping to obtain faster delivery, providing secure measures. Participated in meetings with supervisors to discuss issues, concerns and ways to improve services.

10/02/2019 – 07/01/2023 Dhaka, Bangladesh

DRIVER INTERNATIONAL FEDERATION OF RED CROSS AND RED CRESCENT SOCIETIES

Duties with all staff members and overseas visitors and travelling all over bangladesh for field visit. Routine project vehicles check-up and maintenance log books, fuel record, general servicing and kept documents. Ensure protocol duties for international visitors and delegations. Attended all training for driving and security perspective.

05/05/2006 – 24/03/2013 Dhaka, Bangladesh

DRIVER CHEVRON BANGLADESH LIMITED

Duties with chevron vip's, vip's, and incoming visitors. Travel field visit out of dhaka with all staff members. Perform office administration in support of the transport dispatch. Assigned as a certified defensive driving trainer for all drivers. Maintain regular renewal of vehicle documents, log books, travel authorizations, drivers license kept record, prepared all minor and major incident reports and maintenance records.

● EDUCATION AND TRAINING

Dhaka, Bangladesh

THE DEFENSIVE DRIVING AND BASIC OFF-ROAD TRAINING International Federation of Red Cross and Red Crescent Societies (IFRC)

Dhaka, Bangladesh

LIGHT VEHICLE ASSESSOR / TRAINER COURSE (DEFENSIVE DRIVING) Chevron Bangladesh Limited

Doha, Qatar

EQUIPMENT OPERATOR TRAINING Qatar Airways

Dhaka, Bangladesh

MOTOR VEHICLE SAFETY Chevron Bangladesh Limited

● **LANGUAGE SKILLS**

Mother tongue(s): **BENGALI**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C2	C2	C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **DIGITAL SKILLS**

Logistics Assistant | - Heavy Equipment | Forklift operator | Warehouse Management System (DLx) | Driving Armoured Vehicles | Light driving license | Google Maps, GPS Tracking | Powerful User of GPS | Heavy Vehicle

● **DRIVING LICENCE**

Driving Licence Qatar light licence: 28105006678

● **COMMUNICATION AND INTERPERSONAL SKILLS**

Computer and other communication

1. GPRS, Maps Location, Email communication, WhatsApp, MS Office. Word, Excel, Outlook



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