



SEJEER VILAKUMADATHIL

Driver cum messenger

CONTACT

- +974-70692659
- sejeervm@gmail.com
- Doha, Qatar

SKILLS

- Navigation & Route planning
- Public Relations
- Customer Service
- Time Management
- Flexibility and Punctuality
- Effective Communication
- Basic vehicle maintenance

LANGUAGES

- English
- Arabic
- Hindi
- Malayalam, Tamil

EDUCATION

- 2008**
C-DIT (CERTIFICATE IN
ELECTRONIC OFFICE)
MS OFFICE (WORD, EXCEL)
- 2005 - 2007**
HIGHER SECONDARY SCHOOL
- 2003 - 2005**
HIGH SCHOOL

PERSONAL INFO

- DOB: 12-06-1990
- Nationality: INDIAN
- Visa status: Transferable
- Valid Qatar Driving License

PERSONAL PROFILE

To secure a position as a Driver cum Messenger where I can utilize my driving skills and experience in delivering documents and packages efficiently, ensuring timely and accurate deliveries, and contributing to the smooth operation of the organization.

WORK EXPERIENCE

SMARTWAY TRADING & CONT , QATAR, 2018 JULY-PRESENT

Designation: Driver cum Messenger

- To Pick and drop customers as scheduled.
- To Safely operate a company vehicle to transport documents, packages to any location inside Qatar.
- Following traffic rules, company policies, and delivery protocols to ensure safety and compliance.
- Accept messengerial tasks and organizing schedule to deliver them within the time frame.
- Being flexible and adaptable to changes in schedules, routes, or delivery priorities.
- To perform cash deposits in banks with responsibility.
- To perform courier services for blueprints, documents and corporate gifts.

ZERONE TECHNOLOGIES DOHA, QATAR, 2014 NOV-2018 JUNE

Designation: Driver cum Messenger

- To Safely operate a company vehicle to transport documents, packages to any location inside Qatar.
- To Ensure timely and accurate delivery of documents and packages to designated recipients.
- Planning efficient routes to minimize travel time and avoid traffic delays.
- Performing basic maintenance checks on the vehicle to ensure it is in good working condition (e.g., checking oil, fuel, brakes, and tires).
- To keep accurate records of deliveries, including recipient information, delivery times, and any issues encountered as per company requirement.