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Doha, Qatar

Bangladesh



# FARUK MIAH

DRIVER

## Career Summary

A driver's role involves the safe and efficient operation of a vehicle. Responsibilities include obeying traffic laws, maintaining the vehicle, planning and navigating routes, ensuring passenger or cargo safety, and providing excellent customer service if applicable. Additionally, drivers may need to handle documentation and communicate effectively with dispatch or clients.

## Skills

- Time Management skills
- Problem solving skills
- Excellent verbal and written communication skills.
- Customer Service Skills
- Hard Working
- Admin and Clerical Skills
- Team-work

## Education

- Secondary School Certificate from Bangladesh.

## Languages

- Arabic (fluent)
- English (Fluent)
- Hindi (Fluent)

DRIVER

01/04/2004 - 30/12/2023

19 Years experience as a Driver(Qatar National Cement Company) in Doha-Qatar.

DRIVER

10/01/2024 – Still Working

Working experience as a Driver( Noor Al Anwar Contracting & Cleaning) in Doha-Qatar.

## Role & Responsibility

- ✚ **Safe Operation:**\* Safely operate the vehicle, following traffic rules and regulations.
- ✚ **Vehicle Maintenance:**\* Ensure the vehicle is in good working condition, reporting any issues promptly.
- ✚ **Route Planning:**\* Plan and navigate routes efficiently, considering traffic and road conditions.
- ✚ **Loading/Unloading:**\* If applicable, handle loading and unloading of goods or assisting passengers.
- ✚ **Documentation:**\* Maintain accurate records such as logbooks, receipts, and delivery documents.
- ✚ **Customer Service:**\* Provide courteous and professional service to passengers or clients.
- ✚ **Communication:**\* Effectively communicate with dispatch, clients, or team members as needed.
- ✚ **Adaptability:**\* Adapt to changing circumstances, such as weather conditions or unexpected detours.
- ✚ **Compliance:**\* Ensure compliance with transportation regulations and company policies.
- ✚ **Time Management:**\* Manage time effectively to meet schedules and deadlines.