

Larry Ian Rodrigo

DRIVER/OFFICE MESSENGER

To obtain a position that will enable me to use my strong organizational skills, and ability to work well with people.

Experience

April 2023 – present
DRIVER – WM REJUV SKIN CARE AND SPA, Doha Qatar

2020 – November 2022
WAREHOUSEMAN / STOREKEEPER / FORKLIFT OPERATOR – Navi Doha General Services, Doha Qatar

Loading and unloading by using Forklift.
Helping Do the inventory stocks.
Cleaning the area just to make it neat and organized

May 2016 – May 2020
WAREHOUSEMAN / STOREKEEPER / FORKLIFT OPERATOR – Apollo Enterprises, Doha Qatar. Assigned in Furniture Division

Receiving delivered shipment. Arranging stocks using forklift.
Preparing orders from the main store.
Do the inventory stocks.
Cleaning the area just to make it neat and organized.

January 2015 – September 2015
MESSENGER/OFFICE CLERK – Dreams Gate Real Estate, Doha Qatar. Assigned in Qatar Petroleum International

Securely delivers packages, documents, written and verbal messages, and other items to intended location or recipient in a timely manner. Manages incoming mail so that it is opened, sorted, and distributed in a professional and timely manner. Processes outgoing mail.



Education

March 1999
Bachelor of Science in Marine Transportation
University of the Visayas

With valid Qatar Driving License

SKILLS

Hard Working
Discipline
Team Player
Works Efficiently and Effectively in timely manner

Contact

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Experience *continues...*

January 2012 – June 2014

MACHINE OPERATOR – *Al Shark Exhibition Curtain and Blinds, Doha Qatar*

Assembles leaf for blind curtains.
Fixing curtains at customer's house and offices.
Helping the driver to deliver chairs if no more workload.

June 2010 – January 2011

STOREKEEPER – *Tamimi Global Services, Doha Qatar*

Issuing the materials needed to the workers before starting their work. Receiving the materials, they used after work. Do the inventory of stocks in tools room.

December 2009 – June 2010

WAITER, F/B – GRILLING SECTION – *Tamimi Global Services, Doha Qatar*

Takes and serves food and beverage order. Remove dishes and glasses from the tables or counters and take them to kitchen for cleaning. Assist customers to their orders.

Taking order and serves food to the customer
Remove dishes and glasses from the tables or counters and take them to kitchen for cleaning.
Assist customers to their orders.

December 2008 – December 2009

HOUSEKEEPER

Keeping the rooms clean by dusting, sweeping, vacuuming carpets, making beds, emptying trash, polishing fixtures, emptying ashtrays and tidying anything else that needs to be cleaned.

February 2008 – September 2008

FIREMAN – *Compostela Municipal Hall, Compostela Cebu, Philippines*

Responding to any fire calamities surround the place or even in the neighboring place of the municipality.

Personal Data

Age: 46

Date of Birth: 11 Sep 1976

Civil Status: Married

Height: 5'10"

Citizenship: Filipino

**Proficient in oral and written English,
Tagalog, Cebuano and little Arabic**