

Noor Mohammad
Villa 36, 621 Al Merzem Street, Zone 55, Fereej Al Murra, Qatar
5048 5564
noormohamadnewshey@gmail.com

Dear Hiring Manager,

I'm applying for a position at your company. Based on the posted description, I'm confident that I am fully qualified for the position and will be a strong addition to your team. I would appreciate a job interview at your earliest convenience. Please find my resume attached.

I can be reached at the number above or at my email address.

Sincerely,

Noor Mohammad

Noor Mohammad

Villa 36, 621 Al Merzem Street, Zone 55, Fereej Al Murra, Qatar
5048 5564 • noormohamadnewshey@gmail.com

Objective

Seeking a career oriented position where my academic qualifications and professional skills can be utilized for the better profitability as well as growth of the organization.

Profile

- Date of Birth: 16/02/1970
- Nationality: Pakistani
- Religion: Islam
- Gender: Male

Key Qualifications

- 30+ years experience of driving light vehicles.
- 29+ years experience as a Automobile Work Shop owner.
- Great problem solving capabilities.
- Detail-oriented working personality.
- Extensive knowledge of automobile repairing.
- Exceptional administrative expertise.
- Has extraordinary communication skills.
- The ability to work well with others.
- Patience and the ability to remain calm in stressful situations.
- Trilingual: Can speak Arabic, Urdu and English.

Work Experience

Garage Owner

Owned up to 8+ Automobile Repair Shops

- Supervise a team of mechanics, denters and painters.
- Give quotes for costs and timescales.
- Organize bookings and assign work to staff.
- Check the quality of work.
- Advise customers about work carried out.
- Control a budget.
- Order parts for the workshop.
- Recruit & train new staff.
- Manage fleet accounts for commercial clients.
- Opening and closing the shop on time.
- Keeping account of all equipment and tools in the workshops.

Education

Intermediate

Modern Education School