



MUHAMMAD IBRAHEEM

OBJECTIVE

To pursue career growth within a professional environment in a reputable organization where my knowledge, skill and competencies can be well utilized and there is an opportunity to further enhance my skills and expertise.

Personal Information

DOB: 15-11-2002
Nationality: Pakistan
Religion: Muslim
Marital status: Single

QID# 30258608505
Expiry: 23/04/2025
Driving License: Light Manual

PHONE: +974-70690802
EMAIL: m.ibraheem.fazal12@gmail.com

CORE COMPETENCIES

Reporting Facilitation & Negotiation
Documentation
Planning/Implementation Capacity
Building Program Management
Problem Solving/Liaison Resource
Management Communication Skills

Communication Skill

Excellent communication skills.

Languages

Hindi/Urdu (Native)
English (Fluent)
Arabic (Fluent)

EDUCATION

Board of Intermediate Education Karachi
2020 - 2021
Intermediate (Humanities)

Board of Secondary Education Islamabad
2018 - 2019
Matriculation (Computer Arts)

WORK EXPERIENCE

Noon E-Commerce (KSA) (Delivery Associate / Warehouse management)
Mar 2019–May 2021
Coordinated logistics operations, managed inventory, ensured timely deliveries, and maintained warehouse organization and safety protocols.

IMile Delivery Madinah, Saudi Arabia (KSA) (Delivery Associate)
June 2021–March 2022
Efficiently delivered packages, maintained vehicle integrity, upheld safety standards, and provided excellent customer service for timely deliveries

Mukhtarh Group Of Hotels Madinah, Saudi Arabia (KSA) (Coordinator)
May 2022–Dec 2022
Facilitated guest services, managed reservations, coordinated events, and ensured smooth operations to enhance guest satisfaction and efficiency

Wasel Food Delivery Company Madinah, Saudi Arabia (KSA) (Supervisor)
Jan 2023–June 2023
Oversaw delivery operations, managed team performance, ensured timely service, and maintained quality standards for customer satisfaction and efficiency

Pak Arabian Travel & Tours (Travel Agent)
Aug 2023–April 2024
Organized travel itineraries, provided expert advice, booked accommodations and transportation, and ensured seamless experiences for clients' travel arrangements.