

# Muhammed Ashiq

**Date of birth:** 25/09/2001 | **Nationality:** Indian | **Gender:** Male | **Phone number:** (+974) 71758474 (Work) |  
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## ● ABOUT ME

Seeking a suitable position that allow me to utilize my creativity and experience in your reputed organization with opportunities for growth and self-development where performance is rewarded as challenging responsibilities.

## ● WORK EXPERIENCE

28/03/2024 – 03/10/2024 Doha, Qatar

### DRIVER MEDI CARE SOLUTIONS

- Carrying out vehicle maintenance checks.
- Delivering packages to customers in a timely manner.
- Picking up office purchases or other administrative needs.
- Picking up and delivering various packages,documentation etc.
- Ensure that all necessary paper work and documentation are in order before transporting goods and passengers.
- Adhere to traffic laws and safety regulations to avoid accidents or incidents.
- Handle customer grievances and other issues professionally and timely.

17/01/2024 – 26/03/2024 Doha, Qatar

### DRIVER AWASCO DECOR

- Perform regular safety checks on vehicles to ensure they are in good working condition before and after each trip.
- Transport goods and passengers to designated locations safely and on time.
- Plan and follow the best route to ensure timely delivery of goods and passengers.
- Ensure the cleanliness and proper maintenance of vehicles under their care.
- Picking up office purchases or other administrative needs.
- Ensure that the vehicle is always fueled and ready for use

20/09/2023 – 15/01/2024 Doha, Qatar

### FOREMAN AWASCO DECOR

- Producing schedules and monitor attendance of crew.
- Coordinating construction work according to priorities and plans.
- Allocating general and daily responsibilities.
- Ensure manpower and resources are adequate.
- Report on progress to managers, engineers, etc.
- Supervise the use of machinery and equipment.
- Developing and managing project budgets and quality standards for all sites

31/08/2020 – 10/09/2022 Kerala, India

### DRIVER CUM SALES EXECUTIVE KAFILA MARKETING

- Delivering purchase orders and informing existing customers of new products.
- Increasing sales by promoting products and analyzing competitor behavior.
- Signing sales contracts, taking purchase orders, and collecting payments.
- Accounting for the safe and timeous delivery of purchased products.
- Maintaining sales and delivery records, as well as meeting sales targets.
- Liaising with other departments to ensure optimal customer services.
- Ensuring the cleanliness of the interior and the exterior of the vehicle.
- Performing basic van maintenance tasks, such as checking tire pressure, and gas and oil levels.

## ● EDUCATION AND TRAINING

2019 – 2021 Kerala, India

### HIGHER SECONDARY GHSS Vellamunda

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LANGUAGE SKILLS

Mother tongue(s): **MALAYALAM**

Other language(s): **ENGLISH | HINDI | TAMIL**

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SKILLS

- Problem Solving
- Exceptional interpersonal skills.
- Excellent written and verbal communication.
- Good time management and organizational skills.
- Conflict resolution experience.
- Patience and good listening skills.

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VISA DETAILS

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QID No : 30135612539

Date of Expiry : 16-09-2025

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DRIVING LICENSE DETAILS

Qatar License Details

License No : 30135612539

Date of Issue : 16-01-2024

Date of Expire : 15-01-2029

Vehicle Type : Car