

MUHAMMAD SHAHBAZ KHAN



CONTACT

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SUMMARY

A highly adaptable and driven professional with over 10 years of diverse experience in sales, customer service, logistics, and transportation. With expertise in managing customer interactions, handling sales operations, and ensuring smooth logistical deliveries, I bring a proven track record from both Pakistan and the UAE/Qatar markets. Eager to leverage my interpersonal skills and extensive work experience in a dynamic organization, offering a strong commitment to quality service and continuous learning.

WORKING EXPERIENCE

FOOD DELIVERY DRIVER

Talabat, Doha, Qatar | Jun, 2024 - Present

- Ensure timely and accurate delivery of food orders to customers across Doha.
- Utilize navigation systems to ensure efficient routes and minimize delivery times.
- Consistently received positive customer feedback for professionalism and prompt service.

SALESLIMOUSINE TAXI DRIVERMAN

Private Service, Doha, Qatar | Dec, 2023 - May, 2024

- Provided professional limousine taxi services to clients, ensuring safe and timely transport.
- Built a strong rapport with clients through courteous and reliable service.
- Maintained vehicle cleanliness and performed routine checks to ensure the highest standards of safety and comfort.
- Managed a flexible schedule and adjusted to dynamic customer demands.

ACCOUNTS RIDER

Vision Telecom, UAE | Mar, 2021 - Nov, 2023

- Managed deliveries of account-related documents, ensuring timely reconciliation for clients.
- Collaborated with the finance team to assist in maintaining accurate account records.
- Provided exceptional client service by resolving queries related to account management and document delivery.

SALESMAN

Lulu Super Store, Ajman, UAE | Jul, 2019 - Feb, 2021

- Managed various product categories, ensuring optimal stock levels and customer satisfaction.
- Assisted customers with product inquiries and sales transactions, contributing to store sales growth.

ALUMINUM FITTER

Golden Emirates LLC, UAE | Jul, 2015 - Jan, 2019

- Worked on large-scale construction projects, specializing in the installation and fitting of aluminum structures.
- Collaborated with engineers and contractors to ensure timely project completion, adhering to quality and safety standards.

CORE COMPETENCIES

- **Sales & Customer Service:** Proven success in delivering outstanding customer service and exceeding sales targets.
- **Logistics & Delivery Management:** Experience in fast-paced food delivery and taxi services with strong organizational skills.
- **Communication & Interpersonal Skills:** Excellent ability to engage with customers and resolve issues efficiently.
- **Adaptability & Quick Learning:** Fast learner, able to adjust to new challenges, systems, and workflows quickly.
- **Team Collaboration & Leadership:** Able to lead and work within teams to achieve high performance.
- **Administrative & Organizational Skills:** Strong attention to detail, ensuring accuracy in administrative and operational tasks.

SKILLS

- **Sales & Marketing:** Proficient in customer acquisition and driving sales across diverse industries.
- **Customer Relationship Management:** Skilled in building and maintaining strong client relationships.
- **Logistics Management:** Experience managing delivery routes, schedules, and time-sensitive tasks.
- **Teamwork:** Proven ability to work collaboratively with teams to meet organizational goals.
- **Problem Solving:** Adept at finding practical solutions in dynamic and challenging environments.

ACADEMIC & PROFESSIONAL QUALIFICATIONS

MATRICULATION

Federal Board of Intermediate & Secondary Education, Pakistan
2012

DRIVING LICENSE

State of Qatar Ministry of Interior Traffic Department
Issued: March 2024 | Valid till: March 2029
License No: 29158610237

PASSPORT DETAILS

- **Passport No:** MF4121273
- **Place of Issue:** Lahore, Pakistan
- **Issue Date:** 06-Jan-2022
- **Expiry Date:** 05-Jan-2027

LANGUAGES

- English (Fluent)
- Urdu (Fluent)