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| Bilal AmirSupervisorDetailsDoha, Qatar+97433943599bilal6244@gmail.comDate / Place of birth15-07-1986JhelumNationalityPakistaniDriving licensePakistan, UAE, QatarSkills

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| Customer Service |
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| Fast Learner |
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| Leadership |
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| Ability to Work Under Pressure |
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| Effective Time Management |
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| Microsoft Office |
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| Communication Skills |
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| Collaboration & Teamwork |
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| English Language |
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| Arabic Language |
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| Urdu/Hindi |
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 | ProfileExperienced with the latest cutting As a dedicated and results-driven Supervisor, I excel in leading high-performing teams, fostering a culture of excellence, and driving operational efficiency. With a keen eye for detail and a passion for innovation, I empower employees to achieve their full potential, cultivate collaborative relationships, and deliver exceptional customer experiences. I am committed to continuous learning, staying ahead of industry trends, and leveraging my expertise to drive business growth and success edge development tools and procedures.Employment HistoryComputer Administrator at Sheikh Nayyar Group of Companies Lahore, LahoreJuly 2007 — December 2008* Answered and managed incoming calls, providing accurate and timely information to callers

Car Driving Instructor at Arabia Taxi Company LLC, Abu DhabiJune 2009 — June 2012 Teaching the students to operate a vehicle safely, assessing abilities, creating lesson plans, and providing in-car instruction to prepare for driving tests and ensure safe driving practices.Merchandizing Officer at Zong, Mirpur AJKAugust 2012 — July 2013Responsible for product planning, market research, supplier sourcing, pricing, inventory management, visual merchandising, sales forecasting, and brand management, collaborating with cross-functional teams to drive business growth and stay competitive.Supervisor at Executive Limo, DubaiSeptember 2013 — August 2014To oversees daily operations, manages driver schedules and routes, ensures compliance with regulations, coordinates vehicle maintenance, and monitors costs, while communicating with customers and stakeholders to ensure smooth transport services.Transportation Supervisor at Habtoor Grand Beach Hotel & Resort , DubaiSeptember 2014 — August 2015Provided safe and reliable transportation to passengers while adhering to all traffic laws and regulations and routes, ensures compliance with regulations, coordinates vehicle maintenance, and monitors costs.Ground Operation Staff at DC-Aviation Alfuttaim, DubaiJune 2016 — May 2019Handling check-in, baggage, and cargo processing, manage flight schedules, ensure safety and security, and provide customer service, while coordinating with airlines and other airport teams.Transportation Manager at RUA Enterprises, JhelumApril 2020 — July 2022 Overseeing transport operations, carrying employees, students and other clients to their destinations safely maintaining their safeties.Assistant Manager at RUA Enterprises, JhelumJuly 2022 — June 2024Managing employee schedules and attendance, maintaining accurate office records, supervising team members, handling customer inquiries, and assisting with budgeting, while ensuring compliance with company policies and procedures.**B Deliveries Qatar** August 2024 - Present**Key Responsibilities:****-** Safely operate vehicles to deliver packages to customers- Ensure timely and efficient delivery of packages- Provide excellent customer service and respond to customer inquiries- Maintain accurate records of deliveries and follow company protocols- Collaborate with colleagues to achieve team goalsEducationSSC , APSACS Mangla Cantt, Mangla CanttAugust 2002 — August 2004Passed my Secondary School Certificate.F. Sc, GOVT Degree College Jhelum, JhelumSeptember 2004 — September 2006Passed my Higher Secondary School CertificateBA, University of Punjab, LahoreOctober 2007 — November 2009Completed my Bachelor in Arts Degree. IELTS General Training UKVI, British Council, IslamabadFebruary 2023 — March 2023Obtained IELTS General Training Certificate with CEFR Level B2.  |