



Mohammad Amir Hossain

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Gender: Male **Date of birth:** 11/09/1981 **Nationality:** Bangladeshi

ABOUT ME

I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative. I am able to work well under pressure and adhere to strict deadlines.

WORK EXPERIENCE

[25/03/2013 – 22/08/2018]

Driver

Qatar Airways

City: Doha | **Country:** Qatar

Ensure daily checks of vehicle according to sop of administration department. Assist administration officer to realize claims after mission/visit. Maintain daily logbook, cleanliness and schedule maintenance of vehicle and undertake necessary repair and servicing work. Ensure smart driving to have optimum mileage and undertake necessary training as the job requires. Maintain liaison with national and international visitor local administration as per requirement.

[10/02/2019 – 07/01/2023]

Driver

International Federation of Red Cross and Red Crescent Societies

City: Dhaka | **Country:** Bangladesh

Duties with all staff members and overseas visitors and travelling all over bangladesh for field visit. Routine project vehicles check-up and maintenance log books, fuel record, general servicing and kept documents. Ensure protocol duties for international visitors and delegations. Attended all training for driving and security perspective.

[05/05/2006 – 24/03/2013]

Driver

Chevron Bangladesh Limited

City: Dhaka | **Country:** Bangladesh

Duties with chevron vip's, vvip's, and incoming visitors. Travel field visit out of dhaka with all staff members. Perform office administration in support of the transport dispatch. Assigned as a certified defensive driving trainer for all drivers. Maintain regular renewal of vehicle documents, log books, travel authorizations, drivers license kept record, prepared all minor and major incident reports and maintenance records.

EDUCATION AND TRAINING

The Defensive driving and basic off-road training

International Federation of Red Cross and Red Crescent Societies (IFRC)

City: Dhaka | **Country:** Bangladesh |

Light vehicle assessor / Trainer course (Defensive driving)

Chevron Bangladesh Limited

City: Dhaka | **Country:** Bangladesh |

Basic First Aid Training

IFRC-BDRCS

City: Doha | **Country:** Qatar |

Motor Vehicle Safety

Chevron Bangladesh Limited

City: Dhaka | **Country:** Bangladesh |

Equipment Operator Training

Qatar Airways

City: Doha | **Country:** Qatar |

Awareness of Dangerous Goods Course

Qatar Airways

City: Doha | **Country:** Qatar |

Secondary School Certificate

Board of Intermediate and Secondary Education

City: Dhaka | **Country:** Bangladesh |

LANGUAGE SKILLS

Mother tongue(s): Bengali

Other language(s):

English

LISTENING C2 READING C2 WRITING C2

SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

My Digital Skills

Logistics Assistant | - Heavy Equipment | Forklift operator | Warehouse Management System (DLx) | Driving Armoured Vehicles | Light driving license | Google Maps, GPS Tracking | Powerful User of GPS | Heavy Vehicle

DRIVING LICENCE

Cars: B1

COMMUNICATION AND INTERPERSONAL SKILLS

Computer and other communication

1. GPRS, Maps Location, Email communication, WhatsApp, MS Office. Word, Excel, Outlook



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Hossain