

Curriculum Vita

Saleesh Surendran.

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Visa Status: Transferable

Joining Time - Immediately

Position: Driver / Messenger



Objective

I am a career oriented skilful and conscious individual seeking for a utilitarian position enabling to perform meaning for optimum productivity. Diligently I achieve the assignment with self-motivation, possessing great potential and stand efficacious under high work pressure.

Academic Qualification

- ❖ Pree Degree : Completed at Atheena college, Kerala, India
- ❖ S.S.L.C : Sree Narayana Memorial High School, Thrissur District, Kerala, India.
- ❖ IT Skills : MS Office, Internet.

Professional Experience

More than 10 years driving experience in Qatar.

- Worked as a light driver in **Qatar National Convention Centre site** from 2feb2010 to 5Jan 2015.
- Worked as a messenger in Acciona Facility Management services during the period Apr 2015 to Dec 2017.
- Worked as a messenger in **Safeguard Trading And Contracting Company** during the period Mar 2018 to 2019 Jun.
- Presently working as a **limousine Services.**

Job Description

- ❖ Normal duties as a Driver.

- ❖ Receiving guests in airport or other places.
- ❖ Arrange the pickup & drop off according to arrival and departure timing on the daily sheet.
- ❖ Courteously greeting guests and willingly assisting whenever necessary
- ❖ Collecting payments and delivering invoices as a messenger.
- ❖ Good knowledge in Qatar roads & destinations.
- ❖ Keep the time management as per the supervisor.

Languages Known

- ❖ English
- ❖ Hindi
- ❖ Malayalam

Personal Details

Date of Birth	:	27-04-1984
Gender	:	Male
Marital Status	:	Married
Nationality	:	Indian
Passport Validity	:	02-03-2022

Skills

- ❖ I am adaptable and willing to learn and take on new challenges.
- ❖ I have Good Relation ship

Declaration

I hereby declare that the above statements are true and correct to the best of my Knowledge and belief.

Sincerely,
Saleesh M.S