



FIROS JOHN

📍 **Work :** Madina kalifa South Al messila Street Doha Qatar P.O Box 24862, 24862,
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Gender: Male **Date of birth:** 14/09/1990 **Nationality:** Indian

WORK EXPERIENCE

[05/12/2017 – Current]

Delivery driver

Queen Mary Contracting And Services

City: DOHA | **Country:** Qatar | **Email address:** queenmaryqatar@gmail.com | **Business or sector:** Construction

- Loading, transporting, and delivering items to clients or businesses in a safe, timely manner.
- Reviewing orders before and after delivery to ensure that orders are complete, the charges are correct, and the customer is satisfied.
- Assisting with loading and unloading items from vehicles.
- Accepting payments for delivered items.
- Providing excellent customer service, answering questions, and handling complaints from clients.
- Adhering to assigned routes and following time schedules.
- Abiding by all transportation laws and maintaining a safe driving record.
- Preparing reports and other documents relating to deliveries.
- Operating equipment and machines, such as cars, trucks, forklifts,

[09/05/2014 – 30/07/2015]

Flight Handling Service

De'cor Aviation Private Limited

City: Cochin | **Country:** India

- Helping passengers confirm flight and meal reservations
- Ensuring excellent airport lounge services for passengers
- Assisting passengers with special needs and disabilities
- Helping passengers travelling with little children
- Stocking meals, water and refreshments in the aircraft before each departure
- Ensuring that the aircraft is clean before each departure

[17/02/2016 – 09/05/2017]

Technical Worker

Kromberg and Schubert Midle East FZC

City: Dubai | **Country:** United Arab Emirates

- Keeps equipment available for use by inspecting and testing vehicles and completing preventive maintenance such as engine tune-ups, oil changes, and tire rotations.
- Maintains vehicles' functional condition by listening to operator complaints and conducting inspections.
- Repairs mechanical and electrical system malfunctions and replaces parts and components.
- Verifies vehicle serviceability by conducting test drives, adjusting controls, and updating systems.
- Complies with state vehicle requirements by testing engine, safety, and combustion control standards.

EDUCATION AND TRAINING

[31/03/2008]

SSLC

St. Mary's Higher Secondary School, Kidangoor

City: KIDANGOOR | **Country:** India |

[2008 – 11/12/2009]

DIPLOMA IN BUSINESS ADMINISTRATION

INDIAN COUNCIL FOR DISTANCE EDUCATION

City: PUNE | **Country:** India |

- General Management
- Software Project Management

DRIVING LICENCE

Cars: B1

Cars: B

LANGUAGE SKILLS

Mother tongue(s): Malayalam

Other language(s):

English

LISTENING B2 READING B2 WRITING B2

SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

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

DIGITAL SKILLS

My Digital Skills

| Microsoft Office | Skype | Microsoft Word | Microsoft Excel | LinkedIn | Google Drive | Microsoft Powerpoint | Zoom | Google Docs | Outlook