



RASHEDUL ALAM

CAREER OBJECTIVE

I am a highly organized and hard-working individual looking for a responsible position to gain practical experience.

EDUCATION

Bachelor of Social Science (BSS)

Pass Course

National University

Chittagong College

Season: 2015-2014

Obtained Result: 2nd Year

HIGHER SECONDARY CERTIFICATE (HSC)

QBS Sk. Mohammed College, Chittagong

Passing Year: 2013

SECONDARY SCHOOL CERTIFICATE (SSC)

QBS High School, Chittagong

Passing Year: 2011

WORK EXPERIENCE

1. Al-Habir Auto Motive

Position: Driver/Admin assistant

Inclusive Date: 2021 to Continue

Duties and Responsibilities:

- *Perform regular safety checks on vehicles to ensure they are in good working condition before and after ignition on.
- *Transport goods and customers to designated locations safely and on time.
- *Safely & efficiently transporting individuals, documents, & packages to their designated locations.

2. Al Darwish Hospitality

Position: Driver/Messenger

Inclusive Date: 2019 to 2020

Duties and Responsibilities:

- *Perform regular safety checks on vehicles to ensure they are in good working condition before and after trip.
- *Transport passengers to designated locations safely and on time.
- *Ensure that all necessary paperwork and documentation are in order before transporting goods and passengers.

3. Doha Limousine.

Position: Driver

Inclusive Date: 2017 to 2019

Duties and Responsibilities:

- *Perform regular safety checks on vehicles to ensure they are in good working condition before and after Trip.
- *Transport passengers to designated locations safely and on time.
- *Plan and follow the best route to ensure timely delivery of passengers.

TRAINING

1. Basic Computer Course

New Horizon Computer Training

Duration: 2015/07/01 to 2015/12/31

DECLARATION

"I declare that all information stated in this resume is true and complete to the best of my knowledge. I authorize verify the information provided in this resume."

SIGNATURE

Rashedul Alam

CONTACT

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Address: Al Rayyan, Doha, State of Qatar.

Email: cabincrew296@gmail.com

PERSONAL INFORMATION

Gender : Male

Date of Birth: 28th October, 1994

Nationality : Bangladeshi by birth

SOFTWARE SKILLS

- * MS Word
- * MS Excel
- * MS Power Point
- * Good Typing Speed
- * Internet Browsing

LANGUAGE SKILLS

- * BANGLA - Native
- * English - Advance
- * Arabic - Advance
- * Hindi - Advance

PERSONAL SKILL

- * Valid Qatar Driving licence (7 Years Experience)
- * Open Communication
- * Empathetic
- * Great Team Player