



JUMA MAKOKHA ODANGA

PASSPORT NO. : AK0188368
CELL PHONE : +974 59916487
E-Mail : jevezjay9@gmail.com

Career Objectives

Dedicated Driver with a commitment to safety, discretion, and exceptional service. Seeking a rewarding career as a driver to utilize my extensive driving experience and strong knowledge of etiquette, ensuring the utmost comfort, security, and satisfaction for esteemed clients. Eager to contribute to a transportation team known for excellence and reliability.

Education Background

2012 – 2015 : St Christopher high school

-Kenya Certificate of Secondary Education

2003 – 2011 :Mumias Muslim primary primary school

-Kenya Certificate of Primary Education

Job Knowledge

- Knowledge in customer care experience and guest awareness
- communicate organizational needs, oversee employees' performance, provide guidance, support

Responsibilities

- Driving safely and responsibly to transport individuals or goods to their destinations.
- Adhering to traffic laws and regulations.
- Maintaining the vehicle in good condition, including regular maintenance and cleaning.
- Planning and following efficient routes to reach destinations on time.
- Assisting passengers with entering and exiting the vehicle, if required.
- Loading and unloading goods, if applicable.
- Monitoring and addressing any mechanical issues or malfunctions with the vehicle.
- Keeping accurate records of mileage, fuel consumption, and maintenance activities.
- Ensuring the safety and comfort of passengers or cargo.
- Communicating effectively with passengers, clients, or employers.
- Handling paperwork, such as receipts, invoices, or delivery confirmations.
- Adapting to changing schedules or routes as necessary.
- Following security and safety procedures, especially in the transportation of valuable or sensitive materials.
- Being aware of and responding appropriately to emergency situations on the road.
- Maintaining a professional and courteous demeanor with passengers and other road users.
- Familiarizing oneself with the local geography and traffic patterns.
- Staying updated on traffic and weather conditions that may affect travel.
- Ensuring the vehicle is equipped with necessary safety features and equipment.

Key skills

- Defensive Driving
- Technical Proficiency
- Road Knowledge
- Vehicle Maintenance
- Patience
- Spatial Awareness
- Communication
- Adaptability
- Multitasking
- Problem-Solving
- Time Management
- Customer Service
- Stress Management
- Safety Consciousness
- Attention to Detail
- Mechanical Aptitude
- Legal Compliance
- Map Reading and Navigation
- Tolerance for Long Hours
- Teamwork

Work experience

- **2021 – Current** - Uber Driver – Doha, Qatar
- **2020 – 2021** - Valet Driver – Doha, Qatar
- **2019-2020** - VIP Driver – Doha, Qatar
- **2017 – 2018** - Talabat Delivery Driver – Doha, Qatar
- **2016 – 2017** - Customer Service Agent at Utalii Hotel – Nairobi, Kenya
- **2015 – 2016** - Customer Service Agent at Safari Park Hotel - Nairobi, Kenya

Extra Curriculum

- Sports teams
- Learn a language

Personal traits

- Adaptive and flexibly
- Calm positive and confident,

Hobbies

- Listening to music
- Travelling

Referees

1. John
TEL: +97431074617
2. Euniver Majanga
TEL: +97450696331