



## CONTACT

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Doha Qatar

## EDUCATION

S.L.C (SECONDARY SCHOOL)  
FROM SHREE  
CHANDRA (BODE BARSIAN  
SAPTARI (NEPAL)

## LANGUAGES

- English
- Hindi
- Nepali

## SKILLS

- Communication skill
- Leadership skill
- Teamwork skill
- Time management skill
- Vehicle Inspection
- Vehicle Maintenance
- Materials Transport
- Appointment Scheduling
- Loading and unloading
- Passenger support
- Shipping and packaging
- Safe Driving Practices
- Inclement weather driving
- Customer Service
- Clean Driving Record
- Driving and transportation
- Safe driving techniques

# MD SAJAD HUSEN

DRIVER  
LIGHT VEHICLE DRIVER  
MANUAL AND AUTOMATIC DRIVING

## PROFILE

Personable and reliable Driver with five years of experience specializing in transporting goods and passengers. A track record of success is evidenced by numerous accolades from contented passengers and clients, along with an impeccable traffic safety record. Proficiency in conducting vehicle maintenance and minor repairs has generated substantial cost savings for the employer while enhancing operational efficiency.

## WORK EXPERIENCE

Light Driver at FJ Trading and Engineering Co.W.L.L  
January 2022 - Present

- packages to customers.
- Ensured cargo security and proper distribution of loads.
- C bills of lading, invoices, and proof of delivery.
- Followed company safety and security protocols.
- Recorded daily mileage and other relevant data.
- Maintained accurate records of deliveries and obtained customer signatures.
- Completed necessary paperwork for deliveries.
- Checked vehicle for any damage post-shift.
- Safely transported clients to designated locations.
- employed defensive driving techniques.
- Ensured punctual and safe delivery

### OFFICE ASSISTANT

DARWISH TRADING COMPANY. JUN-2016 to 2022  
ACVR - Air-conditioning department.

- Greeting clients and visitors as needed.
- Dealing with queries or requests from the visitors and employees.
- Handling incoming calls and other communications
- restrooms, pantry, and meeting rooms
- Serve Tea and Coffee to Staff and office Visitor.
- Clean office kitchen on daily basis.
- Dealing with queries or requests from the visitors and employees.