



Suhail Mustafa

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PROFESSIONAL SUMMARY

Hardworking and passionate job seeker with strong organizational skills eager to secure entry-level Job Title position. Ready to help team achieve company goals.

WORK HISTORY

DRIVER MESSENGER

05/2021 to 06/2024

Al Fardan Group | Doha Qatar

- Provided exceptional customer service, addressing concerns and resolving issues promptly.
- Ensured timely deliveries by strictly following routes, using GPS navigation systems, and staying updated on road conditions.
- Demonstrated strong knowledge of geography and local roads for optimal route selection.
- Achieved safe driving records by consistently following traffic rules and regulations.
- Delivered goods and products to customer on time and in excellent condition.
- Utilized GPS and other navigation tools to plan routes and stay on schedule.
- Communicated with customers to provide delivery updates and confirm delivery locations.
- Followed all relevant traffic laws and safety regulations.
- Handled cash transactions with accuracy when collecting payment from customers upon delivery completion.
- Collected payments, signatures and new deliveries.
- Contacted customers to confirm delivery details and locations.
- Utilized GPS technology to navigate delivery routes and avoid traffic congestion.

SALESMAN

03/2018 to 08/2020

Seha Trading | Doha Qatar

- Boosted sales revenue by consistently meeting and exceeding sales targets.
- Assisted customers in selecting appropriate products based on their needs, boosting satisfaction rates.
- Increased sales by offering advice on purchases and promoting additional products.
- Met with existing customers and prospects to discuss business needs and recommend optimal solutions.
- Selected correct products based on customer needs, product specifications and applicable regulations.

MESSENGER

07/2014 to 12/2016

Al Shamel Travel Llc | Abu Dhabi (UAE)

- Processed payments and handled cash transactions to secure proper compensation.
- Handled receipt, storage, identification and delivery of products for clients.

SKILLS

- Time Management
- GPS and route planning
- Customer Service
- Valid Driver's License
- Punctuality
- Problem-Solving
- Patience and understanding
- Teamwork and Collaboration
- Team building
- Passenger Assistance
- Navigational Systems and GPS

EDUCATION

Higher Secondary

GVHSS , Kadirur India Kerala

LANGUAGES

English:

Upper intermediate (B2)

Hindi:

Advanced (C1)

Arabic:

Intermediate (B1)

Malayalam:

Bilingual or Proficient (C2)