

CLEMENTE COMPETENTE CRUZANA JR.

Building# 73 Zone 25, Street 840 Al Mansoura Doha Qatar

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Qatar Driver's License No. 27960806008

**OBJECTIVES:**

Be able to contribute my acquired skills and knowledge to the company and it's also an opportunity to me to have a new challenges, new responsibilities that help me to upgrade myself not only on my skill but also on my personal growth as an employee.

POSITION DESIRED: COMPANY DRIVER**SUMMARY OF QULIFICATIONS**

- Strong analytical, prioritizing, interpersonal, problem-solving & planning skills.
- Literate verbal and written communication skills.
- Collaborative skills and ability to work well within a team.
- Ability to work in a fast-paced and deadline-oriented environment.
- Possess a competitive spirit and desire to meet and exceed goals.
- Able to multi-task in a fast paced team environment.
- Over 17 years' experience as a bus driver
- Highly skilled in driving bus to and from designated parking areas.
- A careful and calm driver
- Hands-on experience in driving a variety of vehicles, such as coach, bus, van and SUV.
- Proven ability to perform professional driving in hectic situations
- Proven record of following traffic regulations
- Able to clean of interior and exterior of the shuttle cart and vehicle
- Demonstrated ability to exercise judgment and operate under time pressure.

PRACTICAL WORK EXPERIENCES:

I- BUS DRIVER

2 POINT LCC/TIVOLI QATAR
Department of Logistic
Al Rayyan , Doha Qatar
(March 20 2023- Present)

II - BUS DRIVER

EXCILON (U.S BASE)
Department of Logistic U S Army Central Warehouse
Camp as Sayliyah, Doha Qatar
(October 2019- June 30 2022)

III - BUS DRIVER

-VECTRUS/GSCS (U.S. BASE)
Department. Of Logistics U.S Army Central Warehouse
Camp as Sayliyah, Doha Qatar
(September 2007- September2019)

DUTIES & RESPONSIBILITIES

- Follow the safety and standard operations protocol of the company such as:
 - Make passenger safety.
 - In case of vehicle breakdown, if possible, pull off to the side of the road and turn on hazard light.
 - Set up the emergency reflector cones. If you have mobile call the shift supervisor, flag down a military police vehicle or wait for the assistance.
 - Unused shuttle bus will be locked, secured and parked at designated area.
 - Will only stop at designated shuttle bus stops.
 - Operates 24 hours a day 7 days a week as the need arises
 - Neat and clean appearance at all times.
 - Complete stops before unloading and loading passengers, the shuttle bus driver will not allow his passengers to stand when the bus is in movement. And have the hazards lights utilized to ensure the safety of the passengers and other motor vehicles.
 - Operated passenger shuttle on pre-defined routes
 - Performed daily basic inspections of the vehicle(tires, light and oil)
 - Reported maintenance issues promptly
 - Assisted disable passengers on and off of vehicle, ensuring harmless transport
 - Kept record of passenger numbers and maintained a log book
 - Adhere to established routes without variation.
- Maintain a clean bus at all

IV- HILMARCR ENGINEERING CORP

Makati City , Philippines
Company Driver (September 2006-June 2007)

V- ANALOG DEVICE

**Dasmariñas Cavite , Philippines
Safety Crew (January-July 2006)**

**VI- MEISCOR MERALCO INDUSTRIAL
ENGINEERING SERVICES CORP.**

**Libjo Tiwi Albay Philippines
Pipefitter (August 2002-2005)**

VII- EEI CORPORATION

**Libjo Tiwi Albay Philippines
Company Driver (1999-June 2002)**

VIII- ACI CORPORATION

**Libjo Tiwi Albay Philippines
Company Driver (1997-1998)**

EDUCATIONAL BACKGROUND

**- Cale Elementary School
(Cale Tiwi Albay Philippines)
(1986-1992)**

**- Tiwi Agro Industrial (High School)
(Tiwi Albay Philippines)
(1992-1996)**

**- Tiwi Community College
(Vocational (1997))**

PERSONAL DETAILS

Date of Birth : July 24, 1979

Place of Birth : Tiwi Albay Philippines

Age : 43yrs old

Height : 5'5

Weight : 72 kilos

Complexion : Brown in color

Nationality : Filipino

Religion : Roman Catholic

Civil Status : Married

Home Address: 32 A Lot 5 Lessandra Height Molino IV
Bacoor Cavite City,Philippines

Spouse Name : Rosaly B. Baloloy

Name of Sibling: Dominic Cruzana (12 years old)
Savannah Marie Cruzana (10 years old)

I herby certify that the above information is true and correct to the best of my knowledge.

Clemente CruzanaJr.

Applicant