

# NOUFAL NALAKATH



## Contact Mobile

+974 30373812

## Email

noufalnalakath76@gmail.com

**Visa status:** Work Visa  
Transferable

**Driving License:** Holding a  
valid Qatar Driving License.

**Languages:** English,  
Malayalam, Hindi.

## OPERATING SYSTEM

Windows7, XP, 10

## SOFTWARE

ACCOUNT+ ERP

## MS OFFICE TOOLS

Excel, Outlook, Power Point,  
Word.

## Others:

Datta Entry

## **DRIVER / MESSENGER.**

Seeking a position of **Driver/Messenger** with 9 years of experience in an organization where I will get an opportunity to utilize all my skills and knowledge of the field to benefit the company.

### Work History

**Company:** Intend Trading & Contracting - Doha, Qatar.

**Job Title:** Driver cum Messenger

*From Sep 2021-Oct 2024.*

- Safely and efficiently transporting staff and office equipment to and from various destinations.
- Planning optimal routes to ensure timely deliveries and pickups while minimizing travel time and expenses.
- Collecting and delivering important Documents, packages, and correspondence as per Office requirements.
- Maintaining accurate records of trips, fuel Consumption and vehicle maintenance to facilitate efficient reporting.
- communicating with the office to provide updates on deliveries, schedule changes and any other relevant information

**Company:** Thoughts Hospitality-Doha, Qatar.

**Job Title:** Driver /Messenger

*From Sep 2017-Aug 2021.*

- Driving clients daily to their desired destinations
- Maintaining the vehicle safe and clean
- Using navigation apps to determine the best route
- Assist clients with loading and unloading their luggage
- Listen to traffic and weather reports to stay up-to-date on road conditions
- Adjust the route to avoid heavy traffic or road constructions, as needed
- Answer clients' questions about the area and local places of interest  
Ensure the car seats are clean and comfortable for all riders

### **KEY STRENGTHS**

Safe Driving  
Time Management  
Problem-Solving  
Microsoft Office  
Data Entry  
Shipping coordination.  
Warehouse organization.

- **Company: Egis International -Doha, Qatar.**
- **Job Title: Driver & Messenger**
- *From May 2014 -May 2017*
- Deliver messages, packages, and other items to various locations.
- Maintain accurate records of deliveries.
- Communicate with clients and customers in a professional and courteous manner.

### **EDUCATIONAL BACKGROUND**

#### **Higher Secondary School**

From MASMVHS, Pavaratty under University of Calicut, Kerala India.

**Other:** STCW 95 From Eurotech, Cochin

### **CERTIFICATIONS/LICENSE**

Qatar Driving License.

STCW 95(Standards of Training, Certification, and Watchkeeping for Seafarers)

### **DECLARATION**

I hereby declare that all the above furnished information is true to best of my knowledge and belief.

**Place: Doha**

**NOUFAL NALAKATH**