

# Khalil Rebib

## DRIVER

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- Address: Mushireb DOHA, Qatar
- Nationality: Algerian
- Date of Birth: 17-07-1988
- Visa : NOC



### SUMMARY

Dynamic and results-driven professional with extensive experience across diverse roles, including sales, mobile commerce, logistics, and administrative support. Proven ability to exceed sales targets, deliver exceptional customer service, and efficiently manage operations in fast-paced environments. Skilled in building strong client relationships, streamlining processes, and adapting to new challenges with a proactive approach. Possesses entrepreneurial experience, showcasing strong organizational and multitasking abilities. A dedicated and reliable team player with excellent communication skills and a commitment to excellence in every role undertaken.

### PROFESSIONAL EXPREIENCE

- **May 2024 - To Present**  
Snoonu Company,  
Qatar

#### Delivery Driver

- Delivered orders promptly and accurately to customers across various locations, ensuring high levels of customer satisfaction.
- Maintained excellent communication with customers, providing updates on order status and addressing inquiries or concerns.
- Handled cash and electronic payments securely, ensuring accurate record-keeping and transactions.
- Successfully completed an average of 100% deliveries per day, maintaining a 90%% on-time delivery rate.

- **Mar 2023 - Apr 2024**  
Defacto Company,  
Qatar

#### Sales Assistant

- Assisted customers in selecting clothing items by providing styling advice and product recommendations tailored to their preferences.
- Ensured the sales floor was clean, organized, and visually appealing by arranging displays and mannequins according to company guidelines.
- Maintained an up-to-date knowledge of product lines, sizes, fits, and fabric details to address customer inquiries confidently.
- Assisted in stock management tasks, including inventory checks, restocking shelves, and organizing the stockroom.

- **2016 - 2023**  
State of Beni Snous,  
Tlemcen, Algeria

#### Office Assistant (Part-Time)

- Supported administrative tasks, including organizing documents, filing, and maintaining office records.
- Ensured the smooth operation of daily office activities by managing schedules and appointments.
- Operated office equipment such as printers, scanners, and photocopiers to support administrative needs.
- Streamlined filing and document management systems, improving efficiency and accessibility for staff.

• 2013 - 2020

## Mobile Commerce Vendor

Self-employed,  
Algeria

- Operated a mobile sales business, traveling across various locations with a van loaded with products to sell directly to customers.
- Handled all aspects of the business, including pricing, invoicing, and cash management, ensuring profitability and accurate financial records.
- Conducted market research to identify potential areas for sales growth and adjusted product offerings accordingly.

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## EDUCATION AND CERTIFICATIONS

• 2007

### High School 3 Secondary

Tlemcen ,Algeria

• 2009 - 2011

### Accounting Technician

CFPA Sidi Boummedian  
Tlemcen, Algeria

• 2007

### Algerian Driving License

Tlemcen ,Algeria

• 2017

### Heavy construction equipment operator GPA 4.0

El Ikhlass Vocational  
Training corporation

• 2023

### Qatari Driving License

Alkhibra Academy, Doha

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## SKILLS

### Sales and Customer Service:

- Skilled in negotiating and closing deals to achieve and exceed sales targets.
- Strong ability to build rapport and maintain lasting client relationships.

### Logistics and Delivery:

- Experienced in handling cash transactions and maintaining accurate records.
- Efficient in route optimization and time management for timely deliveries.

### Driving;

- Skilled in safe driving practices, adhering to traffic regulations, and maintaining a clean driving record.
- Experienced in transporting goods securely and handling vehicle maintenance checks.

### Personal Attributes:

- Highly adaptable, detail-oriented, and committed to delivering excellence.

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## LANGUAGES

ARABIC; Fluent

ENGLISH; Good

FRENCH; Meduim

GERMAN; Learner