# **CURRICULUM VITAE**

# Lawrence Kurgat

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kurgatlawrence0@gmail.com

## PERSONAL BACKGROUND.

Date Of Birth Qatar ID. Number Passport Number Marital Status Nationality Religion Languages Spoken 1992 29240402912 BK866052 Married Kenyan Christian English, Swahili,



<u>APPRENTICE OBJECTIVE</u>: "Success is 1% inspiration and 99% perspiration" Self-motivated and hardworking person with an excellent critical analysis in problem solving and communication skills. Believe in team playing and working under minimal supervision. To find a challenging position to meet competencies, capabilities, skills, innovation, education, interests and experience.

### **PROFFESIONAL BACKGROUND**

### 2021-2024→ AL- HATTAB SECURITY SERVICES (QATAR) → Driver/ Security /Patrolling Supervisor.

- Patrol to all sites of the company.
- Practice safe driving habits follow all state and national safety regulations and standards.
- Accurately follow routes, maps, and directions Open vehicle doors and assist passengers.
- Keep exterior of vehicle clean and presentable Maintain vehicle equipment; replace oil, fill gas tank, perform general motor vehicle maintenance as needed for safety
- Clean windows, windshields, and mirrors as needed Keep interior of vehicle clean of debris and clutter Load and unload vehicle
- Collect payments, document amount, and offer receipts when necessary on behalf of the company.
- On time picking and dropping of company employees.

## 2018-2021→ Mowasalat Karwa Transport Company (QATAR) → Taxi limousine Driver.

- Patrol supervisor for all the limousine drivers assigned to.
- Ensuring the safety of passengers and following traffic laws.
- Providing courteous and professional service to passengers, including assisting with luggage and offering information about routes and destinations.
- Knowing the local area well and choosing the best routes to reach destinations efficiently.
- Keeping the vehicle clean and in good working condition, including regular inspections and maintenance, records of trips, fares collected, and maintenance logs as required.
- Collecting fares and processing payments accurately.
- Following local transportation regulations and licensing requirements.
- Maintaining communication with dispatchers or central offices for trip assignments and updates.
- Ensuring passenger safety at all times, including during loading and unloading.
- Resolving customer complaints or issues effectively and professionally.

#### 2014-2017→ Qyxoi Group (Kenya)→ Delivery Driver/Messenger

- Following specific delivery instructions, including special handling requirements for fragile items or perishables.
- Safely transporting goods or documents from one location to another.
- Planning the most efficient route to ensure timely delivery.
- Loading items into the vehicle and unloading them at the destination.
- Keeping the delivery vehicle in good working condition, including regular maintenance and cleanliness.
- Interacting with customers in a professional and courteous manner during deliveries.
- Ensuring all necessary paperwork, such as delivery receipts or signatures, is completed accurately.
- Driving safely and adhering to traffic laws and regulations.
- Resolving any issues that arise during deliveries, such as delays or customer concerns.
- Managing time effectively to meet delivery deadlines.
- Communicating with dispatchers or supervisors to provide updates on delivery status.
- Keeping records of deliveries, mileage, and any expenses incurred.

#### SKILLS AND PERSONAL ATTRIBUTES

- Valid driver's license with no major traffic violations.
- Completion of a taxi driver training program.
- Knowledge of local taxi regulations and licensing requirements. 
   Clean criminal background
   checks and drug test. 
   Ability to read, understand and follow instructions
   Physically and
   Medically Fit.
- Communication Skills
- Customer Relation skills
- Management skills

#### **HOBBIES**

- -Playing football
- -Travelling
- -Watching movies

# Academic background

- 2014→ Samsung Driving School → Class BCE –Heavy Vehicle Driving Licence
- 2013→ Sky Computer college → Certificate in Computer Studies 2009-2012
- → Mosoriot Secondary School → HIGH SCHOOL DIPLOMA.
- **2000-2008** → **Kipsasuron Primary School** → PRIMARY SCHOOL DIPLOMA.

# **DECLARATION**

I declare that the above furnished details are true and correct to the best of my knowledge. <u>REFEREES.</u>

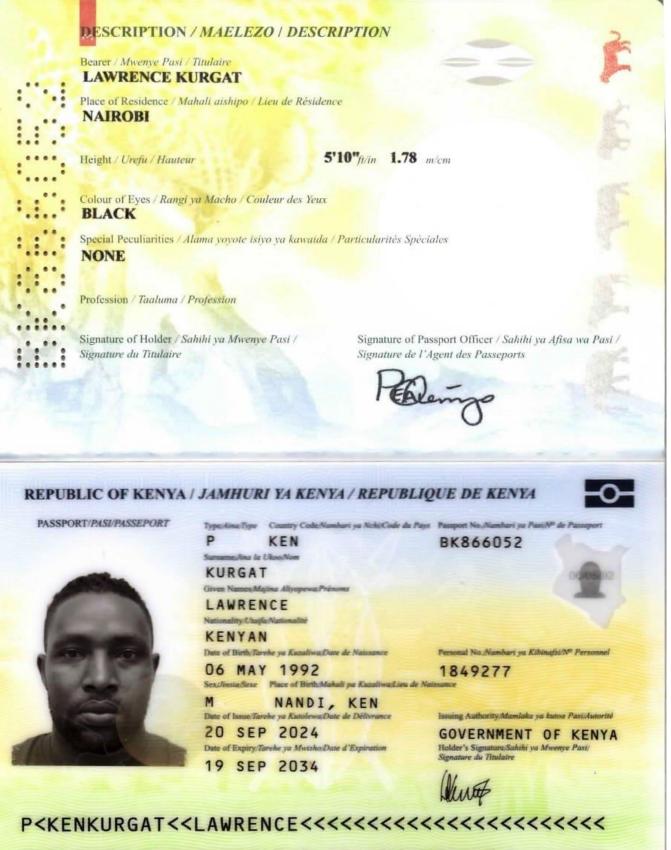
#### <u>Anthony Kisoi</u>

C.E.O QYXOI GROUP Tel. +254722709492 Orson Jemery Cicilio Fernandes Managing Director AL- HATTAB SECURITY SERVICES Tel. +97466576873

#### <u>Gaspar Sirma Khan</u>

Shift Controller Karwa Driving School Tel. +97470158531

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