Jameson Mutisya Musyoki

Address: Doha, Qatar

Tel: (+974) 33822038; /31533119

Email: jamemuti@yahoo.com

Professional Summary

Experienced and safety-conscious professional Driver with over fifteen (15) years of driving a wide range of vehicles such as heavy-tr (Tankers, hazardous materials vehicles) and light-duty vehicles (School buses, diplomatic cars, and VIPs) efficiently across diverse routes.

Holds a clean driving record (Zero accident) with comprehensive knowledge of traffic laws and safety regulations. Proven track record of vehicle maintenance, route optimization, safety compliance and highly reliable. Ready to join any dynamic team as a professional driver.

Core Competencies and Skills

- a) **Vehicle Operation**: Extensive experience in operating heavy trucks (Class 8) and light vehicles (vans, school buses, diplomatic vehicles, and VIPs cars)
- b) **Safety Compliance**: Strong understanding of local traffic laws, and safety protocols for heavy and light vehicles.
- c) **Route Optimization**: Expertise in planning routes efficiently using navigation tools like GPS to minimize fuel costs and travel time.
- d) **Vehicle Maintenance**: Proficient in conducting routine inspections, preventative maintenance, and troubleshooting mechanical issues.
- e) **Load Management**: Skilled in securing and handling various types of cargo, ensuring compliance with weight and safety regulations.
- f) **Time Management**: Ability to manage delivery schedules effectively, ensuring on-time arrivals.
- g) **Customer Service**: Strong communication skills with a commitment to providing excellent service to clients and passengers.
- h) **Documentation**: Accurate in maintaining logs, delivery records, and vehicle maintenance reports
- i) **Reliability**: Proven track record of consistent punctuality and dependability.
- j) **Discretion:** Great ability to handle sensitive information with confidentiality.

Work Experience

Company: VISTAS GLOBAL (Doha, Qatar)

Job Role: Diplomatic Driver (US department of State-VISTAS-DGS Fleet-V2X) Sept 2023 to Present Duties and Responsibilities

a. Safe Transportation:

- ➤ Utilize GPS and other navigation tools to avoid delays while ensuring timely arrivals at destinations.
- Provide safe and reliable transportation for diplomats, embassy staff, VIPs and other official guests to and from various locations; including meetings, official functions and the airport.
- ➤ Ensure strict adherence to all traffic laws and guidelines as well as safety regulations at all times.

b. Security and Discretion:

- Maintain a high level of security awareness, ensuring the safety of diplomats at all times, especially in sensitive situations.
- Exercise discretion and confidentiality regarding the identity and activities of diplomats, VIPs and other embassy personnel.

c. Time management

- Ensure punctuality by planning trips and arriving at pick-up locations on time, anticipating any possible delays.
- Coordinate with embassy or consulate staff to keep track of the daily schedule and adjust plans as needed.

d. Emergency Response:

- ➤ Be prepared to respond to emergencies, such as accidents or security threats, by knowing the appropriate procedures and contacts.
- Provide first aid or call for medical assistance if necessary and follow the embassy's protocols for emergency situations.

Company: GLOBAL Transport (Doha, Qatar)

Job Role: Light-Vehicle Driver Sept 2014 to Sept 2023

Duties and Responsibilities

- Provided transportation services for clients and goods using light vehicles, including vans and small trucks.
- > Ensured all deliveries were made on schedule and handled customer interactions with professionalism and courtesy.
- > Conducted daily vehicle inspections and ensured that all necessary maintenance tasks were performed to keep the vehicle in optimal condition.
- Used GPS and navigation apps to find the most efficient routes and avoid traffic delays.

Company: MATHEINI ACADEMY SCHOOL (Nairobi, Kenya)

Job Role: School Bus Driver August 2010 to May 2014

Duties and Responsibilities

- The main responsibility was to pick and drop students to and from school to their homes.
- Maintained order and proper discipline of student passengers according to district policy
- Conducted safety and operational inspection of assigned vehicle daily reports needed mechanical repairs when necessary.
- > Serviced buses with gas, diesel fuel, and oil; checks and when necessary, fills tires and batteries
- Performed periodical safety drills as required by law; completing necessary reports upon request
- Attended driver training programs to maintain current knowledge of transport Motor Vehicle Code and the Education Code

Academic Qualification

- Advance Diploma in Sales and Marketing (Graffins College, Kenya Jan 2002 to Nov 2004)
- ➤ Kenya Certificate of secondary Education (Kangundo High School, Kenya Jan 1998 to Dec 2001)

Professional Qualification

- Qatar light vehicle driver License
- Qatar Heavy Duty license
- Kenyan Light vehicle driver license
- ➤ First Aid/CPR Certification

Additional Skills

- ➤ **Technical proficiency**: Highly experienced with electronic logging devices (ELDs), GPS systems, and route optimization software.
- Mechanical Aptitude: Ability to perform minor repairs and maintenance on both heavy and light vehicles
- ➤ **Problem Solving:** Quick and effective decision-making skills, particularly in resolving onthe-road issues
- ➤ **Communication:** Fluent in English, Swahili, and moderate in Arabic languages; thus, enhancing the ability to communicate/interact with diverse clients and colleagues.

References

Available on Request

DESCRIPTION / MAELEZO / DESCRIPTION

Bearer / Mwenve Pasi / Titulaire

JAMESON MUTISYA MUSYOKI

Place of Residence / Mahali aishipo / Lieu de Résidence

KINGOTI, KINGOTI

Height / Urefu / Hauteur

5'7" ft/in 1.7 m/cm

Colour of Eyes / Rangi va Macho / Couleur des Yeux

BLACK

Special Peculiarities / Alama yoyote isiyo ya kawaida / Particularités Spéciales

NONE

Profession / Taaluma / Profession

Signature of Holder / Sahihi ya Mwenye Pasi / Signature du Titulaire

Signature of Passport Officer / Sahihi va Afisa wa Pasi / Signature de l'Agent des Passeports



REPUBLIC OF KENYA / JAMHURI YA KENYA / REPUBLIOUE DE KENYA



PASSPORT/PASI/PASSEPORT

Type/dina/Type Country Code/Nambari ya Nchi/Code du Pays Passport No/Nambari ya Pasi/Nº de Passeport

Surnames/ina la Ukoo/Nom

KEN

BK342238



MUSYOKI Given Names/Majina Aliyopewa/Prénoms

JAMESON MUTISYA

29/07/80



Personal No./Namburi ya Kibinafsi/Nº Personnel

KENYAN

Date of Birth/Tarche ya Kuzuliwa/Date de Naissance

1539005

29 JUL 1980 Place of Birth/Mahali pa Kuzuliwa/Lieu de Naissance

MACHAKOS, KEN

Date of Issue/Turche ya Kutolewa/Date de Délivrance

22 AUG 2022

Date of Expiry/Tarche ya Mwisho/Date d'Expiration 21 AUG 2032

Issuing Authority/Mamlaka ya kutoa Pasi/Autorité

GOVERNMENT OF KENYA Holder's Signature, Sahihi ya Mwenye Pasi;

Signature du Titulaire



P<KENMUSYOKI<<JAMESON<MUTISYA<<<<<<<< BK342238<1KEN8007290M320821022940227<<<<<48

TRANSCRIPT CERTIFICATE

IN SALESMANSHIP



Students Name:	JAMESON MUTISYA MUSYOKI
Session:	DAY RELEASE
Examination Date:	JUNE 2002

SUBJECTS	% MARKS	GRADE
Salesmanship	65	C+
Communication & English	68	B-
Computation Skills for Salesmen	68	B-
		2
91 - 100% A GRADING	SYSTEM	66 - 70% B-
81 - 90% A- 76 - 80% B+ 71 - 75% B		61 - 65% C+ 50 - 60% C 49 - 0% D



23 July 2002

Date



Administrator

صورة الشخصية Photograph

4cm X 3cm



دولة قطر وزارة الصحة العامة إدارة القومسير،ن الطـبي

STATE OF QATAR Ministry of Public Health Medical Commission Department

edical Commission	
Date : 2 5 JUN 2018	JI
الربح: 1006247606 (A) M.C. No. : JAMESON MUTISYA MUSYOKI	ij
Name :	
KENYA 80 Nationality : D.O.B : Sex : M 🗗 F : الجنس المهنة الم	Л
Occupation : B150982	JI.
	J
لرقم الشخصي: 2 8 0 4 0 4 0 0 9 9 1	
لمستقدم: ALDHAYN PRUCTION & CONSTRACION	11
قم التليفون : MO 50402772	
لغرض من الفحص الطبي : Purpose of Medical Examination : DRIVER WATER TANKER	11
Normal Abnormal Not Done Negative Positive Not Done	1
Normal Abhormal Not Done	1
Creatinine HCV PCR	1
Negative Positive Not Done	ı
HIV	
HBsAg PPDmm	
Anti HBs Quantiferon TB Quantiferon TB Indeterminate Quantiferon TB	
For HBV Vaccination Indeterminate Quantiferon TB	
MEDICAL HISTORY: Do you have Epilepsy, Bronchial Asthma, Psychiatric Disorders, Hearing Problems? No Yes	
غل تعاني من الصر <mark>ع، ا</mark> لربو، ال <mark>أم</mark> راض النفسية، مشاكل في السمع؟ لا	D
Applicant's Sign : 25 JUN 2018 موقيع المراجع	ڗ
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BP: Vision R/L: 6 / S	
DOCTOR'S COMMENTS:	

- FIT

UNFI

Attachment: Recent Photo, Letter from Employer

Comments:

FIT DI TIED

المرابقات ؛ صورة حديثة، كتاب من جهة العمل

Doctor & Signature / Date / Stamp

mc/gen/frm/001/14



GRAFFINS COLLEGE

TESTIMONIAL

TO WHOM IT MAY CONCERN

RECOMMENDATION

Date : 24th July, 2002 Card No: 23-02

Name

: Jameson Mutisya Musyoki : Salesmanship (CIS)

Duration: April – June 2002 (3 Months)

Subjects:

CERTIFICATE LEVEL

*Salesmanship *Communication & English *Computation Skills for Salesmen

This is to certify that the above named was a bonafide student of this college and has completed the above mentioned subjects.

The student's class progress and attendance was up to the required standard. We have no hesitation in recommending the student for employment or further studies.

Whilst with us, the student was found to be of high integrity, hard working, honest and always eager to learn. In case of any further information or clarification that you may require, please do not hesitate to contact the undersigned.

Finally we would like to take this opportunity to wish the student every success in the future career.

Yours faithfully

F. DHARANI Administrator



Westlands Rd, off Mpaka Rd, P.O. Box 13800, Nairobi, Tel: 743339, 747129,746856 Fax: 746856, Mobile: 072514001



Centre of Academic Excellence

Moi Avenue Campus

Asili Co-op House, Murang'a Rd & Moi Ave. Tel: 224769, 331076, 220404, www.graffins.co.ke e-mail: info@graffins.co.ke

CERTIFICATE SALESMANSHIP



This is to certify that

Mutisya Musyoki

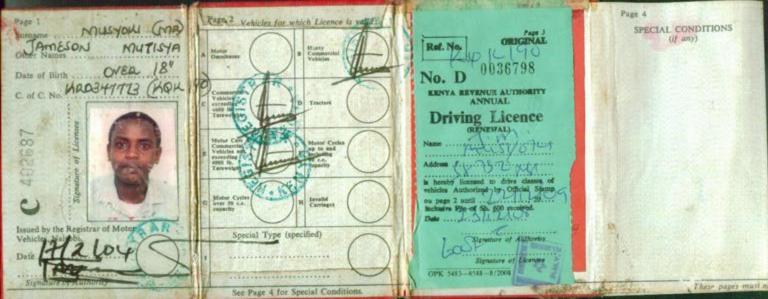
has satisfied the requirements of the examiners in the following subjects

Salesmanship Communication & English Computation Skills for Salesmen



24th July 2002 Administrator Date

SECURITY CODED . PLEASE REQUEST TO SEE C. GINAL COPY . IF IN DOUBT, VERIFY BY WRI G DIRECTLY TO THE COLLEGE PO BOX 13800 NAIROBI





GRAFFINS COLLEGE

TO WHOM IT MAY CONCERN

RECOMMENDATION

Date : 9th September 2003 Card No : 16-139

Name : Jameson Mutisya Musyoki

Course : "Diploma in Sales Management & Marketing"

Duration: April 2002 - June 2003

Subjects: DIPLOMA LEVEL

· International Business Communication

· Marketing

· Principles & Practices of Selling

· Business Management & Administration

· Economics for Business

Public Relations

· Advertising

· Quantitative Methods for Managers

Sales & Sales Management

Marketing Management

This is to certify that the above named was a bonafide student of this college and has completed the above mentioned subjects.

The student's class progress and attendance was up to the required standard. We have no hesitation in recommending the student for employment or for further studies.

To the best of our knowledge, the student was found to be of high integrity, hardworking, honest and always eager to learn. In case of any further information or clarification that you may require, please do not hesitate to contact the undersigned.

Yours fathfully

ADMINISTRATOR
Graffins College





CERTIFICATE OF APPERCIATION

AWARDED TO

Jameson M. Musyoki

This certificate proudly recognizes <u>Jameson M. Musyoki</u> for his unwavering dedication and consistent performance, significantly contributing to our team's success and setting the tone for excellence and reliability.

Your dedication and hard work has not gone unnoticed, thank you for bringing your best to work every day, and being a dependable part of our team.

Thank You!!!

ROBERT WALL

Transportation Manager
Services Logistics Directorate-Qatar
CARE Doha

12 September 2024

Date

CERTIFICATE

OF TRAINING

This certificate is proudly presented to:

Jameson Mutisya Musyoki

In recognition of attending the "Defensive Driving Refresher Course," held on May 11, 2024, and May 17, 2024

1.

Michael Monthero

Vice President



VISTAS

Manage Aga

Manase Asante

Training Conductor



Certificate of APPRECIATION



is given to

JAMESON M. MUSYOKI

In recognition of your invaluable contribution for the success of the Explosive Detection Canine Section. Your tireless effort and commitment allows for our ability to safeguard CARE DOHA

ZACHARY BURTT Kennel Master