

Aqib Altaf

Khanqah Dogran, District Sheikhpura, Pakistan

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Objective

I have experience more than 5years In my work, I operate extremely detail-oriented, because of my strong interest in planning, managing and organizing operations. I am confident that I would be a valuable asset to any organization, and am eager to utilize my skills and experience in a new and challenging role.

Summary

Father Name:	Altaf Hussain
DOB:	03 APR 1992
Marital Status:	Single
Nationality:	Pakistani
Religion:	Islam
Passport:	BD1771372
Qatar ID:	Valid
Qatar Driving License:	Valid

Qualifications:

Intermediate-2016

Degree College, Sheikhpura, Pakistan

Matric -- JULY-25-2013

Government High School, Khanqah Dogran, Sheikhpura

Computer Courses

BETS Lahore

Professional Experience:

03/05/2015 – 10/11/2017 – Lahore, Pakistan
DELIVERY CAR DRIVER – LEOPARDS COURIER

- **Deliver a wide variety of items to different addresses and through different routes**
- **Follow routes and time schedule**
- **Load, unload, prepare, inspect and operate a delivery vehicle**
- **Ask for feedback on provided services and resolve clients' complaints**
- **Collect payments**
- **Inform customers about new products and services**
- **Complete logs and reports**
- **Follow DOT regulations and safety standards**

01/05/2018 – 10/08/2021 – Lahore, Pakistan
TAXI DRIVER – UBER

Responsibilities

- **Drive people from one place to another in a taxi cab.**
- **Figure out where passengers are going.**
- **Ask for directions or determine directions on GPS.**
- **Use knowledge of local streets and traffic patterns to avoid heavy traffic.**
- **Pay tolls.**
- **Vacuum and clean interior of cab.**
- **Turn on and off meter.**
- **Pick up and throw away debris from passengers.**
- **Take payments.**
- **Wax and wash exterior of car.**
- **Service car and determine if repairs are needed.**
- **Get oil changed and fluids checked regularly.**
- **Pick up people at their request.**
- **Operate wheelchair lifts.**
- **Make change and issue receipts.**
- **Determine fares based on distance, number of passengers, or times.**
- **Answer requests to receive vehicle assignments.**
- **Perform errands for customers.**
- **Take passengers to airport or pick them up.**
- **Carry packages and luggage.**
- **Help passengers get in and out of car.**
- **Make minor repairs and adjustments.**
- **Clean walkways.**
- **Wash and dry windows until they shine.**
- **Put air in tires.**

21/11/2021 – 30/03/2025 – Doha, Qatar

CARRIAGE DRIVER – WHITE EAGLE TRADING CONTRACTING AND MAINTENANCE

- **Responsibilities**
- **Map out driving routes ahead of time to determine the most expedient trip**
- **Pick up clients from the place and at the time they've requested**
- **Collect payments and issue receipts**
- **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**
- **Schedule regular car service appointments and report any issues**
- **Book car wash and detailing services to maintain interior and exterior cleanliness of the car**
- **Driving clients daily to their desired destinations**
- **Maintaining the vehicle safe and clean**
- **Using navigation apps to determine the best route**

Other skills:

Professional:Communication. Hard working Delegation Problem solving Creative mind Fast learning, Team heading ,Team working, Dealing with subcontractors & clients. Computer: Well-aware with MS Office and other Windows based utilities

DIGITAL SKILLS

Internet, E-mail and Social Media computer Windows computer work Social Media (Facebook, Twitter, Instagram, LinkedIn) COMPUTER SKILLS YouTube Live YouTube channel managing Facebook Live Updating websites

Languages: English, Arabic, Urdu, Hindi, Punjabi

