



Mohamed Isthikam

DRIVER CUM MESSENGER

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Old Airport, Doha, Qatar

EXPERIENCE

2020 - Present

Falih Nassar Falih Establishment, Doha, Qatar

Drive Cum Messenger

- Safely and efficiently transported goods, packages, and documents to various locations in a timely manner.
- Maintained a clean and well-organized delivery vehicle, conducting routine maintenance and safety checks.
- Handled cash and maintained accurate records for cash-on-delivery orders, ensuring all transactions were secure and accounted for.

2019 - 2020

Al Faraj Customs Clearance, Doha, Qatar

Drive Cum Messenger

- Delivered documents, messages, and packages within the local area, ensuring prompt and secure delivery.
- Collected and distributed mail within the organization, ensuring confidential documents were handled with care.
- Managed a daily schedule to meet delivery deadlines and coordinate multiple deliveries in a single trip.

2017 - 2019

Jewel Advertising, Doha, Qatar

Messenger & Office Administrative

- Safely delivered packages and goods to residential and commercial locations, ensuring timely and accurate deliveries.
- Provided excellent customer service, addressing inquiries and concerns in a courteous and professional manner.
- Assisted with inventory management and maintained organized delivery records.

LANGUAGE

English / Tamil / Malayalam / Hindi / Arabic / Sinhala

★ Driving Qualification with Qatar Driving License

ABOUT ME

Dedicated and reliable Driver cum Messenger with 6 years of experience transporting goods and messages safely and efficiently. Proficient in managing delivery schedules and providing exceptional customer service. Seeking an opportunity to contribute my skills and experience to a dynamic organization.

SOFT SKILLS

- Management Skills
- Negotiation
- Critical Thinking
- Communication Skills

HARD SKILLS

- Ability to handle sensitive information with discretion
- Vehicle maintenance and inspection
- Customer service
- Safe and responsible driving

EDUCATION

- Dept.of Examination, Sri Lanka
General Certificate of Education
(Advance Level) Completed in - 2013
- Dept.of Examination, Sri Lanka
General Certificate of Education
(Ordinary Level) Completed in - 2010
- B.I.T & Lexcicon, Sri Lanka
Diploma in English & Computer
Studies (MS office, Excel, Power
Point) Completed in - 2014
- IBSL, Sri Lanka
Islamic Banking & Finance
Conducted Completed in - 2015