

MD ASIFUR RAHMAN

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Visa Status: Work Visa



PROFESSIONAL OBJECTIVE

To enhance /contribute my knowledge and practical skills in the different engineering disciplines capable of responding to the demand of high technology industry or higher learning institution.

PROFESSIONAL EXPERIENCE (12 YEARS)

DB LIMOSINE

(2012 - Present) - (2 Years)

Position: OFFICE ASSISTANCE CUM MESSANGER

Job Profile: OFFICE ASSISTANCE CUM MESSANGER.

- Having experience for staff ID renewal and documents processing.
- Staff salary process as per WPS system.
- Submitting quotations to the client for vehicle rent with drivers.
- Collecting paperwork's from different offices.
- Collecting payments.
- Bank deposit, also different works as per admin office instruction.

West Horizon W.I.I

(2012 – 2022) - (10 Year)

Position: DRIVER CUM MESSANGER.

Job Profile : As Driver cum Messenger.

- Pick and drop the office staff.
- Collecting paperwork's from different offices.
- Collecting payments.
- Bank deposit, also different works as per admin office instruction.

ACADEMIC QUALIFICATION:

H.S.C – HIGHER SCOUNDERY SCHOOL CERTIFICATE.

COMPUTER LITERACY:

- MS Office .
- Networking Basic knowledge about Internet and E-mail.

STRENGTH:

- English good speaking, reading and writing.
- Languages knowledge of , Arabic .English, Bangla and Hindi
- Holding valid **Qatari Light Driving License.**

- Communication, Ability to Work under Pressure, Decision Making, Self-motivation, Leadership, time management etc.

INTERESTs: Travelling, Social Work, Customer Service.

PERSONAL PROFILE:

Name	:	MD ASIFUR RAHMAN
Father's Name	:	ABU ZAHUR
Date of Birth	:	04-05-1990
Sex	:	Male
Marital Status	:	Married
Nationality	:	Bangladeshi by Birth.
Religion	:	Islam

Yours faithfully

MD ASIFUR RAHMAN

Place: Doha, Qatar.

Date: