

CURRICULAM VITAE

SURFRAS PATTERNI KUNI

Mobile: +974 33468955

Email: sarfraskp@gmail.com



OBJECTIVE

Seeking an opportunity to start a new career in Messenger Cum Driver Profession

WORK EXPERIENCE

Messenger Cum Driver

RIGHT ANGLE TRADING & CONT W.L.L

SEP 2022
To
TILL DATE

- Operates assigned vehicle in a safe and courteous manner.
- To provide general support to members of Projects Development Department for the smooth running of departmental functions.
- To perform general basic administrative duties as required;
- To visit Governmental, Federal, Banks, Consulates and other Service Authorities offices to complete legal business related matters;
- Collection and circulation of internal & external mail.

Messenger Cum Driver

Chiyoda AI Mana Eng.L.L.C

May 2010
To
August 2022

- Operates assigned vehicle in a safe and courteous manner.
- To provide general support to members of Projects Development Department for the smooth running of departmental functions.
- To perform general basic administrative duties as required;
- To coordinate with various Chiyoda's departments to ensure the completion of official formalities;
- To visit Governmental, Federal, Banks, Consulates and other Service Authorities offices to complete legal business related matters;
- Collection and circulation of internal & external mail.

Sales & Marketing*Food World Doha Qatar***August 2009
TO
January 2010**

- Sales and marketing of Life & Non-Life products and services within the Doha Region including schools & Military Air Base.(U S)
- Constantly prospecting for new client data through various channels and maintains sound client relationships.
- Maintain and develop existing and new clients through appropriate propositions and ethical sales methods, to optimise quality of service, business growth, and customer satisfaction.
- Respond to and conduct follow up sales inquiries and sales presentations using appropriate methods and in an appropriate time limit.
- Generate closed deals and premiums as defined in the Business Plan for the entire product category.
- Build & grow relationships and turn these relationships into larger sales.
- Seek referrals from clients for future businesses / Networking.

Purchasing Manager*Master Chef (Dubai International Airport)***February 2007
TO
May 2009**

- Under the direction of the Chief Provincial Manager, performs miscellaneous accounting and clerical duties, including data entry, word processing, billing, cashiering, inventory of commodities, fielding customer questions and/or complaints, running end-of-day reports and performs other duties as assigned.
- Generating of Purchase Requests for all the food supplies as well as the remittance of sales to the Provincial Treasurers Office.
- Process accounting-related documents for release of stocks and monitor inventory of items in the pharmacy.
- Provide customers information regarding: billing history, payment history and outstanding balances.

COMPUTER PROFICIENCY**Windows XP, Windows Server 2003 , MS Word & MS Excel
National Institute Kerala India****EDUCATIONAL QUALIFICATIONS****2002 Secondary to Graduation
Kerala Higher Secondary Board**

PERSONAL DETAILS

DATE OF BIRTH: 18 March 1982
 PLACE OF BIRTH: Calicut Kerala India
 NATIONALITY: Indian
 RELIGION: Islam
 CIVIL STATUS: Married

REFERENCE

- Abdul Gafoor K.P Ministry Of Municipality & Urban Planning Doha Qatar
- 00974 5631319(M)

State Of Qatar
Residency Permit
 دولة قطر
 رخصة إقامة

ID No: 28235626310
 D.O.B: 18/03/1982
 Expiry: 13/05/2024

الرقم الشخصي: 28235626310
 تاريخ الميلاد: 18/03/1982
 الصلاحية: 13/05/2024

Nationality: INDIA
 Occupation: مشرف عام

الجنسية: الهند
 المهنة: مشرف عام

الإسم: سورفريس كونيل

Name: SURFRAS PATERI KUNIYIL

Passport Number: V4015094
 Passport Expiry: 11/12/2031
 Serial No: 31228235626310

رقم جواز السفر: V4015094
 تاريخ انتهاء الجواز: 11/12/2031
 الرقم المسلسل: 31228235626310

Residency Type: عمل
 Employer: الحق العادل التجارية والمقاولات

نوع الرخصة: المستقدم

مدير عام الإدارة العامة للجوازات
 General Director of the General Directorate of Passports

توقيع حامل الرخصة
 Holder's signature

Barcode

State of Qatar
Ministry of Interior
Traffic Department
DRIVING LICENSE
 دولة قطر
 وزارة الداخلية
 إدارة المرور
 رخصة سواق
 الرقم الشخصي: 28235626310
 الإسم: سورفريس كونيل

NAME: SURFRAS PATERI KUNIYIL
 NAT: INDIA
 DATE OF BIRTH: 1982-03-18
 BLOOD GR: O+
 FIRST ISSUE: 2009-08-19
 VALIDITY: 2024-08-05

الجنسية: الهند
 تاريخ الميلاد: 1982-03-18
 فصيلة الدم: O+
 ت أول إصدار: 2009-08-19
 تاريخ الانتهاء: 2024-08-05

This license must be produced on demand to any police officer in uniform or on production of warrant card by police officer not in uniform
 يجب إخراج هذه الرخصة لمن يمتلكها من رجال الشرطة سواء كان ملابسا الرسمي أو عند الإرسال بواسطة بطاقة ضمان الشرطة التي لا تكون بالملابس المدنية

Authorized Vehicles
 المركبات المصرح بتقييدها

EXCAVATOR حفار
 CRANE كرين
 LOADER شاول
 FORKLIFT رافعة شوكة
 OTHER أخرى

MOTOR CYCLE دراجة نارية
 CAR سيارة خفيفة
 BUS حافلة
 TRUCK شاحنة متوسطة
 TRACTOR قاطرة ومقطورة

Notes
 ملحقات
 نظارة
 Goggles
 Contact Lenses
 سماعات
 Automatic
 Handicap
 Handicap
 Handicap
 Handicap
 Handicap

Licensing Authority: سلطة الترخيص

Barcode: * 2 8 2 3 5 6 2 6 3 1 0