



ISRAIL MANSURI

CONTACT

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- Khudibakhari, Saptari, Nepal
- Nationality:** Nepal

DIGITAL SKILLS

Microsoft Word	<div></div>
Microsoft Excel	<div></div>
MS Powerpoint	<div></div>
ERP Systems	<div></div>
Email & Internet	<div></div>
Operating System	<div></div>

KEY COMPETENCIES

- Effective Communication
- Team Collaboration
- Creative Problem-Solving
- Efficient Time-Management
- Quick Adaptability
- Innovative Thinking
- Strong Work Ethic
- Interpersonal Abilities
- Emotional Intelligence
- Inspirational Leadership
- Detail-Oriented Focus
- Conflict Resolution
- Steadfast Resilience
- Positive Mindset

LANGUAGES KNOWN

NEPALI | ENGLISH | HINDI | ARABIC

ABOUT ME

Experienced and dedicated professional with over 9 years in driving and logistics, and 5 years in inventory management. Proven track record of ensuring safe and timely transportation, maintaining vehicles, and adhering to traffic laws. Adept at providing excellent customer service and handling delivery-related queries efficiently. Skilled in managing inventory, maintaining accurate records, and coordinating with multiple departments to ensure seamless operations. Multilingual communicator fluent in English, Arabic, Urdu, Hindi, and Nepali, with a strong commitment to achieving operational excellence and delivering high-quality service.

WORK EXPERIENCE

Driver

Organization: Qatar National Import & Export Company, Qatar

Duration: 2016 – 2024

- Ensured safe and efficient driving in various road conditions.
- Delivered goods to designated locations on schedule.
- Provided excellent customer service and handled delivery queries.
- Maintained vehicle cleanliness and performed regular maintenance checks.
- Followed all traffic laws and adhered to company policies.
- Coordinated with the logistics team for efficient operations.

Driver

Organization: Qatar National Import & Export Company, Qatar

Duration: 9 Years

- Transported goods and personnel safely and within scheduled times.
- Conducted regular vehicle maintenance and thorough safety checks.
- Adhered to all traffic laws and strict company guidelines.
- Reported any vehicle issues promptly to the management team.
- Assisted in loading and unloading of goods when needed.
- Kept accurate records of vehicle mileage and fuel consumption.

Store Keeper

Organization: Qatar National Import & Export Company, Qatar

Duration: 5 Years

- Efficiently managed inventory and supplies with meticulous attention.
- Maintained accurate records of stock levels and inventory status.
- Coordinated with other departments for seamless operations.
- Placed orders for new stock and ensured timely replenishment.
- Monitored and controlled the distribution of supplies effectively.
- Implemented inventory control procedures and company policies diligently.

EDUCATION

Bachelore Level Completed

Institution: Darul Uloom Nadwatul Ulma, Lucknow India

Year of completion: 2016

Higher Secondary Education (Grade 12th)

Institution: Darul Uloom Noorul Islam Jalpapur, Sunsari Nepal

Year of completion: 2014

Interests

🚗 Outdoor Travelling 🏊 Swimming 📖 Reading 🧘 Yoga & Physical Fitness