

# NOOR MAT KHAN



## Contact

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0097466761923

Doha Qatar

## Skills

Customer-oriented and friendly 100%

Prioritization and time management skills 100%

Working quickly without compromising quality 100%

Strong customer service and communication skills 100%

Excellent driving skills and Good knowledge of local roads and navigation 100%

## Languages

English

Urdu

Arabic

## OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

## EXPERIENCE

**Limousine Driving company Qatar** 2017 - 2019  
Driver (LTV)

**House keeper** 2019 - 2021  
Driver

Transporting clients to requested destinations in a timely, safe, and courteous manner

Maintaining a clean vehicle, including washing, vacuuming, and refueling as needed

Performing pre-trip vehicle inspections and ensuring that all required maintenance is completed

Assisting clients with loading and unloading their personal items

Responding to clients' requests in a timely manner

Ensuring that all safety regulations are followed at all times

**MR valet car parking hotel** 2021 - 2024  
Driver

Open hotel main doors and assist guests/visitors entering and leaving the property.

Assist guests with opening/closing vehicle doors.

Welcome guests and visitors with appropriate greetings of the day.

Acknowledge and greet guests within 25 to 30 seconds and provide professional, fast, and friendly service.

Able to communicate parking procedures to guests/visitors.

Tag guest vehicle keys with date & time, registration number, make/model, room number, or contact number of the guest.

Provide the correct counter token or receipt of valet parking to the guest.

## EDUCATION

**Government of higher secondary school Peshawar** 2007  
Matriculation