
MOHAMED ZUNAID TALEEM BAVA

Malik bin anas street, Zone 52, street 803, Building 58, Luqta, Doha, Qatar.
+97471248192 | manhazfathu@gmail.com

OBJECTIVE

An independent and self-motivated candidate looking for driver cum messenger position in the marketing department where I can utilize the extensive knowledge I have gained during my career and work in a pragmatic way in a organization where I can show my talent and enhance skills to meet company goals and objective with full integrity and zest.

EXPERIENCE

- | | |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5-7-2016 - 20-5-2017 | <ul style="list-style-type: none">• Sales cum driver
Tender chicken
I Was a working as sales cum driver at Tender chicken at chikmagalur. My job role is to take chicken to the assigned outlet within the city. |
| 15-11-2017 - 30-11-2018 | <ul style="list-style-type: none">• Messenger
TAJ TRADING CO. Mangalore.
Excellent negotiation with proficient in English, Hindi and Malayalam.
Manage multiple accounts for delinquency and debt collection efforts Send out past due notices for delinquent accounts or for missed settlement payments.
Coordinating with production team for timely sourcing and to avoid production delays.
Maintaining accounts and follow-up. |
| 5-7-2020 - 30-6-2023 | <ul style="list-style-type: none">• Sales executive
T mart
Managed relationships with multiple business,government ana non profit organizations.
Preparing quotations, material submittals, tenders and proposals.
Taking orders from the event management team and giving the prices, Handling urgent calls, e-mails and messages when the sales representatives are unavailable Strong leadership in supervising personal,preparing daily reports, establishing schedules
Answering customer enquires, informing them of delays,arranging delivery dates and scheduling marketing events.
Built and maintained strong relationship with clients provided excellent costumer service, resolving any issues and ensuring costumer satisfaction. |
| 3-9-2023 - 30-7-2024 | <ul style="list-style-type: none">• Delivery Driver
Anabolic kitchen
Transporting goods from distribution centers to customers.
Carefully loading and unloading all packages.
Accepting and recording payment for delivered packages.
Answering customers' questions and responding to ... |
| 10-8-2024 - Working | <ul style="list-style-type: none">• Taxi driver
Mowasalath
Responsible for operating a vehicle and driving passengers to and from their destinations. Greets passengers, ascertains destination, watches for traffic signals, waits for passengers to take them to their next destination. |

EDUCATION

- | | |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2009 | <ul style="list-style-type: none">• Dandathirtha higher primary school
Secondary school
60.16% |
| 2013 | <ul style="list-style-type: none">• St. Joseph pre university college
Science
55.60% |
| 2014 | <ul style="list-style-type: none">• Franfinn institute of air hostess training
Aviation, Hospitality, Travel management, customer service.
A+ |
| 2014 | <ul style="list-style-type: none">• Infotech computer centre.
Microsoft office C,C++ Auto , java
A+ |

SKILLS

- Attentive listening and effective oral communication skills
- Great at problem solving
- Good Leadership Skills
- Good knowledge in MS Office
- Ability to quickly create and apply ideas and solutions

INTERESTS

- Problem solving

- Driving
- Volunteer and community involvement
- Playing basketball
- Swimming
- Music
- Travelling

LANGUAGES

- English [Read,write,speak]
- Hindi[Read,write,speak]
- Arabic[Read,write,speak]
- Malayalam[speak]
- Kannada[Read,write,speak]
- Tamil[speak]
- Urdu[speak]

ADDITIONAL INFORMATION

Qatar ID- 29335621940
Expiry: 05.07.2025
Qatar Driving license Number-29335621940
Expiry: 16.10.2028

DECLARATION

- I hereby declare the above-mentioned information is true and verifiable to the best of my knowledge and I bear responsibility for the correctness of the above-mentioned particulars.



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