



Mohamed Anees.Y

About Me

D.O.B : 11- May - 1992

Marital Status : Married

Gender : Male

Driving License : Qatar

(Light Vehicle)

License First Issue : 18-06-2014

Visa Status

Freelance Visa

Contact

Address

Doha, Qatar

Phone

+97472195461

Mail

aneesmumi21@gmail.com

DRIVER CUM MESSENGER

CAREER OBJECTIVE

Diligent Driver cum Check Collection Specialist with extensive experience navigating Qatar's roads and ensuring the safe collection and delivery of checks, cash, and important documents. Proficient in managing financial transactions, document submissions, and maintaining accurate records. Seeking a position where I can utilize my skills to contribute effectively to a reputable company.

EDUCATION

Bachelor of Business Administration, - Annamalai University

EXPERIENCE

KITCO CONTRACTING QATAR (2014-2019)

- Map out driving routes ahead of time to determine the most expedient trip.
- Pick up clients from the place and at the time they've requested.
- Collect payments and issue receipts.
- Listen to traffic and weather reports to stay up to date on road conditions.
- Adjust the route to avoid heavy traffic, road constructions or closures, as needed.
- Answer clients' questions about the area and local places of interest.
- Ensure the car seats are clean and comfortable for all riders.
- Schedule regular car service appointments and report any issues..

CLAVON ENGINEERING Qatar W.L.L in Qatar 2019-2022

- Excellent negotiation with proficient in English, Tamil, Malayalam, Malay and Basic Arabic
- Proactive and Fast Learner, with Good Communication.
- Persuasive communicator with an ability to relate to people at all levels of business and management.
- Conducted cash transactions, provided receipts, and efficiently collected payments.
- Expertly navigated Qatar's roads to collect checks, cash, and documents from various locations.
- Facilitated the submission of documents and obtained necessary acknowledgments from recipients.
- Skilled in using various GPS navigation systems to optimize routes, find alternative paths, and avoid traffic congestion.

Skills

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

Expert tech sdn bhd. (2022 - 2024)

Store Keeper

- Receiving the stores correctly
- Entering all receipts regularly.
- Keeping every item of stores in its allotted
- Maintaining the stores in orderly and tidy manner
- Ensuring the material are issued only to those who present a duly signed requisition and recording it correctly

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.

Place : Doha, Qatar

Yours Faithfully

Mohamed Anees
(+97472195461)