






JAFER SADIQ

PROFESIONAL DRIVER

CONTACT

 +974 50497307

 jafjabu123@gmail.com

 06/08/1978

 Al Wakrah-Qatar

 UAE/QATAR license

EDUCATION

Under gov. Of kerala

S.S.LC
March 1993

LANGUAGES

- ARBIC
- ENGLISH
- HINDI
- MALAYALAM

SKILLS

- Patience, Creativity, Sense of humor.
- Good interpersonal and communication skills.
- Organizational and Managerial skills.
- Quick to learn with strong attention to detail.
- Very flexible to Ever Changing World Scenario.
- Can work under pressure.
- Self-motivated.
- Computer Skills in MS Office Word, PowerPoint and Good at Internet Browsing

SUMMARY

To obtain a challenging position that provides me opportunities to exploit my knowledge and extensive development skills to the extreme levels of my ability and to continually upgrade myself to the highest levels of expertise enabling the organization to achieve its target and growth
Work Experience

WORK EXPERIENCE

OFFICE MESSENGER AND DRIVER

Milha Trading (2025 – PRESENT)

Ensure that packages or messages are delivered in a time efficient manner.

Ensure that the delivery is done in a timely manner.

Maintain records of daily visits in the log book.

Open and sort incoming mail and deliver to appropriate recipients within the office.

Use telephones to deliver verbal messages.

Sort deliverable items in accordance to the delivery route in order to ensure maximum efficiency

DRIVER

House driver (julay 2011– julay 2013)

Delivering goods to the customer.

Delivering office documents and files.

Organizing and securing the materials and household supply cabinets.

Coordinate the maintenance and repair of office equipment.

Organizing and maintaining the office records.

DRIVER

As a house driver Doha - Qatar (january 2002– August 2013)