

MUHAMMAD SHAUKAT

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Doha, Qatar

Date of Birth: 02 March 1984

Nationality: Pakistani



Objective

A highly motivated, disciplined, and energetic professional with strong communication and multitasking skills. I enjoy overcoming challenges and collaborating in dynamic team environments. Known for my problem-solving mindset, I strive to find innovative and efficient solutions using available resources and technology. I am now seeking to grow my career by leveraging my experience and commitment to excellence.

Professional Experience

Driver & Office Support | LXR Hotels & Resorts – Maysan Doha & Katara Hills

March 2022 – December 2024

- Provided transportation support to the HR department, including airport pick-ups, accommodation transfers, and staff medical appointments.
- Assisted the Finance department with bank-related tasks and other administrative errands.
- Contributed to hotel operations through reliable and timely logistics services.

Fleet Driver | United Manpower Management, Qatar

FIFA World Cup 2022 Project | November 2022 – December 2022

- Provided transportation services during the FIFA World Cup.
- Maintained vehicle cleanliness and adhered to safety protocols.

Driver Cum Messenger | Al-Jawaheel Trading and Contracting, Qatar

September 2021 – February 2022

- Performed deliveries and errands while maintaining confidentiality and professionalism.

Driver | Albahri Construction Company, Oman

February 2015 – March 2016

- Transported materials and staff efficiently across job sites.

Driver Cum Messenger | Al Hegaz Oasis Investment, Oman

April 2016 – May 2018

- Managed deliveries, document handling, and internal communication tasks.

Driver Cum Messenger | Elder Brook LLC, Dubai

July 2007 – July 2008

Driver Cum Messenger | Smart Choice Technology

August 2008 – August 2010

Core Skills & Strengths

- Excellent communication and interpersonal skills
- Strong problem-solving abilities
- Reliable, punctual, and responsible
- Able to work under pressure and meet deadlines

Languages

- English: Proficient
- Urdu: Native
- Arabic: Basic

References

Available upon request.