

# NAINA MOHAMED M

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## **SUMMARY**

Professional and reliable **Office Driver with 13 years of experience** ensuring safe, punctual, and efficient transportation for executives and staff. Skilled in route planning, vehicle maintenance, and road safety, with a strong commitment to professionalism and service excellence.

## **RELEVANT SKILLS**

Safe and punctual transportation

Stress Tolerance

Communication

Conflict Resolution

Navigation

Route Planning

Vehicle Maintenance

Knowledge of traffic laws & road safety

## **DRIVING LICENSE DETAILS:**

**DELIVERDOO, FOOD DELIVERY DRIVER, KUWAIT.**

*Food Delivery Driver, Feb 2024 – Feb 2025 (1 Year Exp.)*

- Pick up food orders from assigned restaurants and outlets.
- Deliver food to customers in a timely, safe, and hygienic manner.
- Verify order details with the restaurant before pickup.
- Ensure the correct items are delivered to the correct address.
- Maintain a clean and organized delivery bag or box.
- Use the mobile app to accept, manage, and complete orders.
- Communicate with dispatch or customer support in case of issues or delays.
- Provide excellent customer service with polite and professional behavior.
- Follow all traffic laws and safety guidelines while driving/riding.

**SELF DRIVING, TOURIST.**

*Self-Driving, Mar 2020 – Jan 2024 (4 Year Exp.)*

**OIL COMPANY, KUWAIT.**

*Office Driver, Jan 2016 – Feb 2020 (4 Years Exp.)*

**HOUSE DRIVER, QATAR.**

*House Driver, Aug 2013 till Aug 2015 (2 Years Exp.)*

***Responsibilities:***

- Drive family members safely to and from destinations (work, school, shopping, hospital, etc.).
- Maintain cleanliness of the vehicle (inside and outside).
- Perform regular vehicle maintenance checks (oil, water, tires, brakes).
- Schedule and arrange for vehicle servicing and minor repairs.
- Ensure all vehicle documents (registration, insurance) are up to date.
- Plan and follow efficient routes; avoid traffic and delays.
- Be punctual and manage daily driving schedules as per the family's needs.
- Pick up and drop off children to school or activities.
- Run household errands (grocery shopping, bill payments, pick-up/delivery of items).
- Drive family members or guests to/from the airport.
- Maintain discretion and confidentiality about family and household matters.
- Assist with occasional tasks (e.g., loading/unloading items, helping with luggage).
- Coordinate with other household staff if needed.
- Keep a polite, respectful, and professional attitude at all times.
- Follow all Qatar traffic rules and ensure safety while driving.

**EDUCATION**

Government Higher Secondary School – 2009, Karambakkudi, Pudukkottai District, Tamil Nadu, India.

**CERTIFICATION**

- Current Valid Qatar Driving License (Light Duty - Manual). – Valid till 23<sup>rd</sup> July 2030.
- Valid Indian Driving License – Valid till 14<sup>th</sup> Sep 2031
- Valid Kuwait Driving License – Valid till 28<sup>th</sup> Feb 2025.

**PERSONAL DETAILS**

- Date of Birth : 08-June-1993
- Passport No. : C8140427 (Valid till: 11-02-2025)
- QID No. : 29335603754
- Marital Status : Married.
- Current Address : Doha, Qatar.

I hereby declare that the details given above are true to the best of my knowledge.

**Place** : Doha, Qatar.

**NAINA MOHAMED M**

**Date** :



**India Driving License (Tamilnadu)**  
Form 7  
[DOI] 15/09/2011

D.L.No: TN55 20110004682  
Name: NAINA MOHAMED M  
S/O/W of: MOHAMED RABIK  
Address: DOOR NO 18 K, PERIYAKADAI VEETHI  
KARAMBAKKUDI ALANGUDI TK,  
PUDUKKOTTAI DT. 622302  
Temp. Add: SVDS PUDUKKOTTAI  
D.O.B: 08/06/1993

Punishments:

Licensed to drive throughout India, vehicles of the following descriptions:  
MCYCL, WG 15/09/2011 TN55 LNV 15/09/2011 TN55

Non-Transport Veh. Valid upto: 14/09/2031

Licensing Authority  
RTO, PUDUKKOTTAI

**State of Qatar**  
Ministry of Interior  
Traffic Department  
**DRIVING LICENSE**

دولة قطر  
وزارة الداخلية  
إدارة المرور  
رخصة سواق

29335603754

الرقم الشخصي

الاسم: نينا محمد رابيك

NAME: NAINA MOHAMED M. RABIK

NAT: INDIA الجنسية: الهند

DATE OF BIRTH: 1993-06-08 تاريخ الميلاد

BLOOD GR. فصيلة الدم

FIRST ISSUE: 2013-10-23 ت. أول إصدار

VALIDITY: 2030-07-23 ت. الانتهاء

This license must be produced on demand to any police officer in uniform or on production of warrant card by police officer not in uniform

يجب إخراج هذه الرخصة لمن يطلبها من رجال الشرطة سواء كان بالزي الرسمي أو عند إخراج هويته في حالة كونه بالملابس المدنية

Authorized Vehicles	المركبات المصرح بقيادتها	Notes
EXCAVATOR حفار	MOTOR CYCLE دراجة نارية	نظارة طبية Glasses
CRANE كرين	CAR سيارة خفيفة	عدسات Lenses
LOADER شاول	BUS حافلة	أوتوماتيك Automatic
FORKLIFT رافعة شوكة	MED. TRUCK شاحنة متوسطة	إحتياجات خاصة Handicaps
OTHER أخرى	TRAILER فائرة ومقطورة	إعانة سمعية Hearing Unassisted

Licensing Authority سلطة الترخيص

\* 29335603754 \*

**State of Kuwait**  
Min. of Interior - General Traffic Dept.  
Driving License

دولة الكويت  
وزارة الداخلية - الإدارة العامة للمرور  
رخصة سواق

الاسم: نينا محمد محمد ربيك

NAME: NAINA MOHAMED MOHAMED RABIK

293060807692

رقم الرخصة License No.

الجنسية Nationality: الهند IND

المهنة Profession: سائق سيارة خفيفة DRIVER

28/02/2025 تاريخ الانتهاء Date of Expiry

مدير عام المرور Issuing Authority

29/02/2024 تاريخ الإصدار Date of Issue

08/06/1993 تاريخ الميلاد Date of Birth

A+ فصيلة الدم Blood Group

على لائقي المركبات إشباع الطريق لدونك صاحب السمو أمير البلاد والمواكب الرسمية ومركبات الحق الإقليم المركبات المتوقفة فوراً كلما طلب منهم رجال الشرطة ذلك

293060807692

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