

HASSAN A T

OFFICE STAFF

Industrial Area,street 36,Qatar/hassan.hassan.at9@gmail.com

SUMMARY

Results-driven and versatile professionalwith experience in driving,sales,purchasing,and invoice administration.Skilled in safe vehicle operation,route planning and timely deliveries.Proven ability to build strong customer relationships,achieve sales targets and negotiative favourable purchasing terms.Competent in preparing and processing invoices with high accuracy,maintaining records,and coordinating with suppliers and clients to ensure smooth operations.Dedicated,reliable,and adaptable with strong communication and organizational skills.

PROFESSIONAL SKILLS

Communication
Driving
sales

Purchasing
Invoice submitting

TECHNICAL SKILLS

Driving
basic knowledge in
computer

PROFESSIONAL EXPERIENCE

Safe world trading and transport	JULY2025 - Present
<ul style="list-style-type: none">Managed purchasing operations,including supplier selection,price negotiation,and order placement toensure cost efficiency and quality.Prepared,processed and submitted accurate invoices,ensuring compliance with company policies and timely payment.	
Towell auto centre,Oman	2014-2016
<ul style="list-style-type: none">4 year experience in sales and driving.licence no :75975145	
Earth rostery,kuwait	2018-2020
<ul style="list-style-type: none">3 year experience in driving.License no:283070907073	
Al arabi sports club,Qatar	2010-2014
<ul style="list-style-type: none">5 year experince in driving.license no:28335629086	

EDUCATION

S.S.L.C

Kerala board of public examination,kannur, kerala

Predegree not completed

ADDITIONAL INFORMATION

- Languages:** Malayalam,english,arabi,hindi.
- Hobbies:** swimming,singing,football,cricket.