

### **CURRICULUM VITAE**

### PERSONAL DETAILS

NAME BOB MUIRURI MBUGUA:

DATE OF BIRTH 28<sup>TH</sup> FEB 1981

TELEPHONE 0700050557

NATIONALITY KENYAN

MARITAL STATUS MARRIED

RELIGION CHRISTIAN

CONTACT ADDRESS 59879-00200 NAIROBI

GENDER MALE

LANGAUGE ENGLISH, KISWAHILI

### PROFESSIONAL SUMMARY

- Skilled driver with Seventeen years of experience driving people around Kenya.
- Excelled in ensuring passengers always felt safe and comfortable no matter how long the journey would be.
- Experience in performing routine car maintenance, cleaning a vehicle's interior, and picking up passengers from potentially crowded areas.
- Exceptional talent with providing customer service and having great time management skills.

### **SKILLS**

- Effective time management skills to always allow employer to know where I am and update them when I am running behind.
- Excellent customer service to always check in on individuals and ask if there is anything I can do to make trip more enjoyable.
- Extensive knowledge of state vehicle laws.
- Great speaking skills to convey pertinent information to passengers.



- Expertise in database user software to log information at the end of every workday.
- Active listening skills to make customers feel appreciated.

### **EDUCATION BACKGROUND**

1997 - 2000 THIKA HIGH SCHOOL

PARKVIEW ACADEMY

K.C.S.E. CERTIFICATE

1986 - 1996 SHEPHARDS JUNIOR PRIMARY SCHOOL

K.C.P.E CERTIFICATE

### PROFESSIONAL QUALIFICATIONS

2011: KENYA FUNDAMENTAL INSTITUTE

**CERTIFICATE IN: MICROSOFT WORD** 

**POWERPOINT** 

**EXCELL INTETRNET** 

WEBDESIGN

COMPUTER PAKAGES

INTRODUCTION TO COMPUTERS

MICRO-SOFT WORD

MICRO- SOFT POWERPOINT

MICRO-SOFT ACCESS MICRO-SOFT EXCEL ADOBE PAGE MAKER

### **WORKING EXPERIENCE**

2019 – May 2023: Mowasalat, Karwa Qatar

Position: Driver

### **Duties**

- Check the vehicle inside and out for any damages
- Make sure it is clean and presentable to the public and mechanically-sound
- Check engine for oil, water or any visible mechanical issue.
- Make user you are always on time to pick and drop passengers in time
- Obey traffic rules and regulations
- Make sure passengers are always comfortable and keep safe
- Report any breakdown or accident to the office immediately
- Inform passengers of possible delays

2018 - 2019: Mahad Secondary School

Position: Transport (School Driver)

### **Duties**

- Transported students to and from school in the mornings and afternoons
- Verify permissions for children who ride home with friends
- Maintain a clean and mechanically-sound bus at all times
- Obey all traffic laws
- Perform inspections of the bus before and after each route
- Ensure safety of all students
- Discipline children when required to maintain a safe and healthy environment
- Assist students with getting on and off the bus when required
- Attend monthly safety meetings

Dec 2017 - Dec 2018: Kenatco Taxis Limited

Position: Chauffer

### **Duties**

- Follow all state regulations while operating a vehicle.
- Conduct routine maintenance, such as checking oil levels and inspecting tire pressure.
- Pick up passengers from a variety of locations and always ask for their level of satisfaction after a ride.
- Communicate with dispatchers to inform them of whenever a passenger is about to be picked up.
- Provide information to passengers about things to do in the local area
- Collected fares from passengers once they arrived at destination.
- Frequently assisted individuals with special needs get in and out of the taxicab.
- Recorded information on every passenger, including name, time of pick up, time of drop off, and total duration of trip.
- Tested taxis at the warehouse and performed routine maintenance in house, which ended up saving the company

### **DEC 2014 - OCT 2017: TELAVIV TRANPORT LIMITED**

### **POSITION: TRANSPORT (MATATU DRIVER)**

### RESPONSIBILITIES

- Checked the vehicle tires, lights, and oil and do other basic maintenance
- Kept the bus clean and presentable to the public
- Picked up and drop off passengers at designated locations
- Followed a planned route according to a time schedule
- Helped disabled passengers get on and off the bus
- Obeyed traffic laws and state and federal transit regulations
- Followed procedures to make sure they and all passengers are safe
- Kept passengers informed of possible delays

### JAN 2012 - AUG 2014: FREMAR CONSTRUCTION CO. LIMITED

### POSITION: TRUCK DRIVER

### RESPONSIBILITIES

- Collection and delivery of cement, sand, ballast, concrete blocks and other building materials to construction sites.
- Prepare and maintain records of repair and servicing of the fleet of six trucks.
- To assist Head of truck division in respect of matters affecting truck drivers.

### **EXTRA CURRICULUM ACTIVETIES**

- TRAVELLING
- SOCIALISING
- READING
- SWIMMING
- MOVIE WATCHING

### **REFEREES**

1. MR. CHRIS OTIENO P.O.BOX 67504-00200 NAIROBI TEL: TEL: 0721283489

2. FR. ULUNGI ST. DOMONIC SAVIO, IRINGA, TZ TEL+255754515441 / +255783822725

3. KENATCO TAXIS LIMITED UCHUMI HOUSE NAIROBI, KENYA P.O.BOX 52684-00200NAIROBI TEL: 222512



mowasalat.com









### CERTIFICATE OF EMPLOYMENT

Reference No. HR/M02/ATL-07109L/0723 Bob Muiruri Mbugua (2020906) -Kenyan -QID No. 28140401612 -Passport No. BK143327 -

22 May 2023 \_

To whom it may concern,

This is to certify that Mr. Bob Muiruri Mbugua was employed at Mowasalat from 18 November 2019 to 22 May 2023. The last position held with our organization is Public Bus Driver.

This letter is issued upon the employee request and has no liability on our organization.

Sincerely,

Asiya Seyed I Rameshi Human Resources Director

Cc: Human Resources Department, HR Center

HR DEFARTMENT / BUSINESS (138)

P.O.BOX: 1138

DOHA - QATAR







### شهادة تطعيم ضد فيروس كوفيد-19 COVID-19 Vaccination Certificate

إلى من يهمه الأمر

To whomsoever it may concern

This is to certify that:

6701454522

رقم طلب ثقاح كوفيد-19

تؤكد هذه الوثيقة أن:

Order ID:

Name:

BOB MUIRURI MBUGUA

14mms:

QID/Visa/Passport No.:

28140401612

رقم البطاقة الشخصية/ التأتيرة / جواز السغر:

Medical Record No.:

HC06129461

رقم الملف الطبي:

Date of Birth:

28-FEB-1981

تاريخ الميائد (اليوم / الشهر / السنة):

Nationality:

Kenyan

-

The above mentioned has received the two doses of the vaccine as follows:

أعطى المذكور أحالاه جر عنين من لقاح:

First dose received on:

SARS-CoV-2 (Pfizer) -27-JAN-2021

أخطبت الجرحة الأولى بتاريح:

Second dose received on:

SARS-CoV-2 (Pfizer) -17-FEB-2021

أعطيت الجرعة الثانية بتاريخ:





Dr. Hamad Eid Al-Romaihi Sr. Consultant Community Medicine License # P4870 - MOPH





# CERTIFICATE OF ATTENDANCE

Awarded to

## **Bob Muiruri Mbugua**

in recognition of attending Basic HSE & Fire Emergency

From 2<sup>nd</sup>Jul 2022 to

2<sup>nd</sup>Jul 2022

Awarded on 6<sup>th</sup>Jul 2022

Bikram Baruah

Head of HSE

Ahmad Ghaderi

Fire Fighting Supervisor



### **DRIVING LICENCE**







Surname MBUGUA

Other Names

**BOB MUIRURI** 

Date of Birth

1981-02-28

Sex

6

Male

**Blood Group** 

UNKNOWN

National ID No:

22622350

**Driving Licence No:** 

**MQU184** 

Date of Issue/Renewal

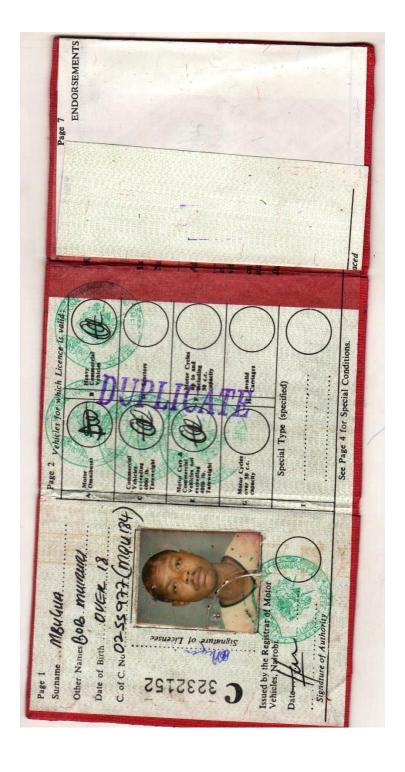
12 April 2006

Date of Expiry

19 October 2024



|                                     | CATEGORIES | OF VEHICLES | DATE OF ISSUE | EXPIRY          |
|-------------------------------------|------------|-------------|---------------|-----------------|
|                                     | AL         | 8%          |               |                 |
|                                     | AZ         | *           |               |                 |
|                                     | A3         | -           |               |                 |
|                                     |            | -           | 12 April 2006 | 19 October 202  |
|                                     | CI         |             | 12 April 2006 | 19 October 202  |
|                                     | c          | _           | 12 April 2006 | 19 October 2024 |
|                                     | CE         | -           |               |                 |
|                                     | CD         | -           |               |                 |
|                                     | 01         | -           | 12 April 2006 | 19 October 2024 |
|                                     | 02         | -           | 12 April 2006 | 19 October 202  |
| LICENSING OFFICER                   | 03         | -           | 12 April 2006 | 19 October 2024 |
|                                     |            | -           |               |                 |
| ISSUED BY NATIONAL<br>TRANSPORT AND |            | 6           |               |                 |
| SAFETY AUTHORITY                    | G          | PH 42       |               |                 |



### DESCRIPTION / MAELEZO / DESCRIPTION

### **BOB MUIRURI MBUGUA**

Place of Residence / Mahali aishipo / Lieu de Résidence SOUTH C, 56

Height / Urefu / Hauteur

5'9" 1.75 m/cm

Colour of Eyes / Rangi yu Macho / Couleur des Yeax

BLACK

Special Peculiarities / Alama yoyote isiyo ya kawaida / Particularités Spéciales

NONE

Signature of Holder / Sahihi ya Mwenye Pasi / Signature du Titulaire

Signature of Passport Officer / Sahihi ya Afira wa Pasi Signature de l'Agent des Passeports

### REPUBLIC OF KENYA / JAMHURI YA KENYA / REPUBLIQUE DE KENYA

KEN

BK143327

MBUGUA

BOB MUIRURI

KENYAN

28 FEB 1981

NAIROBI, KEN

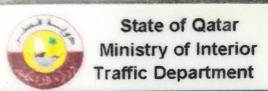
07 JUN 2021

06 JUN 2031

863182

GOVERNMENT OF KENYA

P<KENMBUGUA<<BOB<MUIRURI<<<<<<<<< BK143327<3KEN8102287M310606222622350<<<<<48



دولة قطر وزارة الداخلية إدارة المرور

ب موریری میوجوا



### DRIVINGLICENSE

28140401612



NAME BOB MUIRURI MBUGUA

NAT. KENYA

DATE OF BIRTH

BLOOD GR.

FIRST ISSUE

VALIDITY

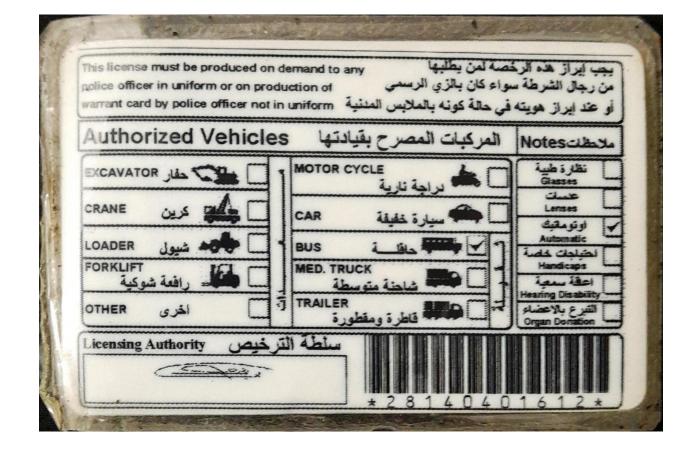
كينيا

1981-02-28

R+

2020-02-17

2025-02-16



### State Of Qatar Residency Permit



### **دولة قطر** رخصة إقامة

ID.No:

28140401612

D.O.B.:

28/02/1981

Expiry:

17/11/2023

كينيا

Nationality:

**KENYA** 

Occupation:

سانق

الرقم الشخصى:

تاريخ الميلاد:

الصلاحية:

الجنسية:



المهنة:

الاسم: بوب موریری مبوجوا

Name: BOB MUIRURI MBUGUA

Passport Number:

Passport Expiry:

Serial No:

Residency Type:

Employer:

Gene

2020906

BK143327

06/06/2031

30228140401612

عمل

شركه المواصلات

توقيع حامل البطاقة Holder's signature





رقم جواز السفر: تاريخ انتهاءالجواز: السرقم المسلسل: نوع الرخصة:

المستقدم:

