



## **Yasir Ashraf**

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### **SUMMARY**

Responsible and safety-focused driver with valid Qatar Driving License and Qatar ID, supported by long-term Indian driving experience since 2020. Familiar with traffic regulations, and vehicle maintenance. Proven reliability, punctuality, and professional conduct while handling passengers and company vehicles.

### **LICENSE DETAILS**

- **Qatar Driving License:** Valid (Light Vehicle)
- **Indian Driving License:** Valid (Since 2020)
- **Qatar ID:** Valid and transferable

### **DRIVING SKILLS & COMPETENCIES**

- Safe driving practices in city & highway driving
- Google Maps & GPS navigation
- Vehicle inspection & basic maintenance
- Time management & route planning
- Traffic rules compliance

### **LANGUAGES**

English, Hindi, Urdu

### **REFERENCES**

Available upon request

### **EXPERIENCE**

#### **Interpreter**

Kreative Company, Dubai

Jan 2024 – Jan 2025

Assisted multinational clients with interpretation, documentation, and cross-cultural communication.

#### **Supervisor**

Electrical Showroom, Qatar

Jan 2024

Managed daily retail operations, inventory, and customer service.

#### **Company Driver**

India | VET Educational Trust | 2020 – 2023

Safely transported passengers to offices, residences, and commercial locations

Ensured punctual pick-ups and drop-offs

Maintained vehicle cleanliness and daily checks (oil, brakes, tires)

Followed traffic laws and company safety standards

Assisted passengers with luggage and errands when required

#### **Restaurant Supervisor**

Hotel Mountain View, Kashmir

Jan 2019 – Jan 2020

Directed restaurant operations, supervised 30+ staff, implemented hygiene practices, improved guest satisfaction by 20%.

#### **ERP Software**

Private Firm, India

Jan 2017 – Jan 2019

Oversaw operations using ERP system, improved reporting & workflow.

#### **CRM**

Fruit Merchants, India

Jan 2012 – Jan 2015

Managed client relations, streamlined sales tracking.

#### **Administrative Assistant**

CBSE School (MCB), India

Jan 2010 – Jan 2011

Managed admin operations and digital records.

### **EDUCATION**

Barkatullah University – MA Sociology (2008–2010)

### **CERTIFICATIONS**

EDI Entrepreneurship Program

1-Year Computer Applications Certificate