

Curriculum Vitae

Name: ZOHAIB AKHTAR

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Address: Street no 950, Zone no 27, Building no 32

Driver's License: Qatar valid car license

Vehicle: No vehicle.



Objective

Reliable and punctual driver seeking a food delivery position to provide fast, friendly, and accurate service. Dedicated to customer satisfaction and timely deliveries.

Skills

- Excellent knowledge of local roads and GPS navigation
- Strong time management and organizational skills
- Friendly and professional customer service
- Safe driving record
- Ability to handle multiple orders efficiently
- Smartphone app proficiency (e.g., Uber Eats, DoorDash)

Experience

Food Delivery Driver

[Company Name – Food Panda

[City, State] — Gujranwala (Pakistan) [15 July 2024 – May 2025]

1. Customer Service Excellence

- Greet customers politely and professionally.
- Confirm the order with the customer before handing it over.
- Handle complaints or issues calmly and respectfully.
- Dress appropriately and maintain good personal hygiene.

2. Time Management & Efficiency

- Plan routes in advance using GPS or app tools.
- Batch deliveries when possible to save time and fuel.
- Minimize idle time between orders.
- Stay aware of peak hours and high-demand zones.

3. Communication Skills

- Use app messaging or phone calls to update customers on delays or issues.
- Maintain clear, courteous communication with restaurant staff.
- Notify the support team or dispatch of any incidents immediately.

4. Safety Awareness

- Take regular breaks to avoid fatigue.
- Avoid risky driving behavior (speeding, sudden lane changes, etc.).
- Be extra cautious in bad weather or high-traffic areas.
- Follow hygiene protocols (especially post-COVID standards).

5. Order Accuracy & Handling

- Double-check each order before leaving the restaurant.
- Keep hot and cold items separate to maintain quality.
- Use insulated delivery bags to preserve food temperature.
- Handle food with care to avoid spills or damage.

6. Reliability & Professionalism

- Be punctual for shifts and delivery pickups.
- Stay available during scheduled hours.
- Maintain a clean, professional-looking vehicle.
- Respond quickly to app or company notifications.

7. Tech Proficiency

- Understand how to use multiple delivery apps (e.g., Uber Eats, DoorDash, Grubhub).
- Troubleshoot basic phone/app issues independently.
- Use navigation tools (Google Maps, Waze) effectively.

8. Legal & Compliance

- Have proper licenses for delivery work if required locally.
- Keep a clean driving record.
- Report accidents or violations promptly to your platform or employer.
- Follow food delivery regulations and any health & safety guidelines.

Education

[Matriculation 2012-2013]

[Intermediate 2014-2015]

[City, State] — [Gujranwala (Pakistan)]

Let me know if you'd like to tailor this for a specific company or delivery platform!