



E-mail: faijasmon666@gmail.com

Passport Number:

S9832126

Date of Birth:

05/08/1992

Nationality:

Indian (Kerala)

Languages:

English, Malayalam, Hindi, Tamil, Arabic

Marital Status:

Single

Religion:

Muslim

Mobile Number:

Mobile: +974 30755518

Visa Status:

Permanent Residency (Transferrable)

Other:

Holder of valid Qatar Driving License

Career Objective

Seeking a position for utilize my skills and abilities in sales and customer service that offers professional growth while being resourceful, innovative and flexible. I Am willing to work as a key player in the challenging and creative environment.

Professional Experience

FESTIVAL LIMOUSINE AND RENT A CAR WLL

From March 2018 To Present

Designation : ***“Fleet Supervisor”***

Job Responsibilities

- Under general direction ,plans ,schedules ,assigns and reviews the work of assigned staff in the fleet service unit.
- Coordinate monitor and provides technical input for fleet.
- Cost monitoring and control.
- Contract negotiation and finished the terms.
- Manage the risk of failing to meet main factors (Quality ,Quantity, Time, Price and Place)
- Collect the cash and keep in record.

LCC QATAR WLL

From May 2013 To March 2018

Designation : ***“Executive Messenger”***

Job Responsibilities

- Identified the real requirement/Needs.
- Clarifying the scheduled and anticipated deliveries before each shift begins.
- Fetching, checking, and signing for parcels at their respective collection points.
- Ensuring that the recipient sign all relevant documentation upon delivery.
- Sorts incoming mail, packages, or documents
- Routes and delivers to the correct individual, office or department

EDUCATIONAL QUALIFICATIONS:

Course	University/Institution
12th Standard	Board of Higher Secondary Education, Govt. of Kerala.
S.S.L.C	Board of Public Examination, Govt. of Kerala

STRENGTH:

- Multilingual and supervision skill.
- Well knowledge about Doha Roads
- High quality customer service.
- Ability to work efficiently and effectively in a confidential work environment.
- Good interpersonal skill.
- Effective at multitasking and team player.

Declaration

I hereby declare that the information furnished above is true to the best of my knowledge & belief.

FAIJAS VATTAPOYIL