

# MUHAMMAD SAQIB GUL MAN SHAH

## INFO:

PHONE:

+974 71925997

Email : [saqibkhann99@gmail.com](mailto:saqibkhann99@gmail.com)

## PERSONAL DETAILS

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Date of Birth : 05/04/1992  
Nationality : Pakistan  
Gender : Male  
QID No : 29258608582  
Passport No : AP5337563  
Passport Exp : 03/08/2030

## EDUCATION

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- **Higher secondary school certificate Board of Intermediate of secondary Education Kohat Govt Degree College Hangu ( 2009 )**
- **Secondary school certificate) Board of Intermediate of secondary Education Kohat Hassan Learning Academy Hangu 2007**  
**Matriculation Science ARKETING & ACCOUNTING SKILLS**

## PROFESSIONAL EXPERIENCE

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- **Company: Talabat**  
**Doha ,Qatar**  
**Duration: 1 years experience**  
**Position: Freelancer as an express driver (Medicine delivery)**
- **Company: Al Jaber Trading and Contracting Co.**  
**Doha,Qatar**  
**Duration: 1 Year**  
**Position: Assistant time Keeper and Professional Driver**
- **Company: Sahar Al Madina General Trading L.L.C at UAE**  
**Duration: 3 Years**  
**Position: Salesman cum Driver**

## RESPONSIBILITIES

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- Delivered prescription medicines safely and on time to patients, pharmacies, and healthcare facilities
- Verified medication orders and recipient details to ensure accuracy and compliance
- Followed proper handling procedures for temperature-sensitive and controlled medicines
- Maintained confidentiality and complied with healthcare privacy regulations



## ABOUT ME

To strive for excellence and precision at all time, in all positions and circumstances and to improve operations and achieving organization goal

## SKILLS

- Good communication skills
- Time Management
- Communication skills
- Problem-solving
- Fast and accurate typing
- Proficient in Microsoft Excel, Word
- Data entry
- Data organization and record keeping

- Collected signatures and maintained accurate delivery records and logs
- Providing excellent product information.
- Negotiating products prices & profit margin to our clients.
- Arranging the delivery of products to our clients.
- Arranging and participating products from our warehouse's location to our client's Warehouses

#### **DRIVING LICENCE DETAILS**

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**Qatar Driving License** : **Light Vehicle ( Car )**  
**Exp Date** : **29/03/2028**  
**Uae driving license** : **Light Vehicle ( Car )**

#### **LANGUAGE**

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- English
- Arabic
- Urdu
- Pashto

#### **DECLARATION**

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I hereby declare that the information provided above is true and correct to the best of my knowledge and belief.