



**MOHAMED THARIQ**

Driver cum Messenger

+974 77181748

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## Personal Info

**Nationality:**

Sri Lankan

**Visa Status:**

QID With NOC

**Notice of Availability:**

Immediately Available in Qatar

**Marital Status:**

Married

## Skills

- Self-Believed and Respect Others
- Smart worker with Loyal
- Strong Communication
- Confident and Diligence
- Strong Hospitality
- Proficient Approach
- Courteous and Service Oriented
- Team Player
- Attention to the Details
- Pressure Handling
- Quick Learning
- Critical Thinking

## Professional Summary

Focused, organized driver with great safety record and many years of experience driving for established companies. Top driving skills. Deeply familiar with all applicable state and federal safety guidelines, including regulations concerning hazardous freight and bulk liquids. Excellent driver who plans trips for maximum efficiency. Great communication skills, friendly and professional demeanor at always.

## Work Experience Summary

Nasser Al Mubarak Driver. Qatar	2020 – Up to Date
Sri Lanka Tourisms Driver cum Guide. Sri Lanka	2019 – 2020
CEC Contracting W.L.L Plumbing Fabricator. Qatar	2010 – 2019
Hameedias Fashion Pvt (Ltd) Driver Cum Sales Representative. Sri Lanka	2008 – 2009
Sampath Bank PLC Messenger. Sri Lanka	2006 – 2007

## Duties and Responsibilities

- Coordinate with the HR, Admin and other departments regarding deliver and collect documents.
- Always maintain confidentiality and security of company and employee documents.
- Troubleshoot problems with delivery and plan for optimal outcomes.
- Maintain logbooks and other records demanded by safety regulations.
- Contribute to company's growth by ensuring that product is delivered on time and in good condition.
- Work with company office personnel to ensure optimal scheduling.
- Ensured cleanliness and good condition of vehicle.
- Saved company costs by monitoring vehicle performance and requesting maintenance and inspection when necessary.
- Stayed up to date with relevant safety regulations.
- Safely Transport the documents/packages to various locations in a timely, safe and courteous manner.
- Obligated to perform other tasks/duties requested by the management.

## Languages Proficiency

**English** : Fluent

**Arabic** : Fluent

**Hindi** : Fluent

**Tamil** : Native

**Sinhala** : Fluent

## Professional Qualification

- Successfully completed Plumbing Fabricator NVQ – Iqra Technical College Sri Lanka.
- Successfully completed Microsoft Office Basic Course.

## Education

High School, Zahira College Colombo Sri Lanka.

- Qualified GEC Ordinary Level Exam 2005
- Qualified GEC Advance Level Exam 2007

## Driving License

- Qatar Driving License (Light Vehicle)
- Sri Lankan Driving License (Light Vehicle)

## Declaration

I Genuinely declare that all the facts mentioned above are true to my faith, and I am answerable for its accuracy. Also, I am assuring your good self that, I'll perform the duties to the entire satisfaction of all my superiors.

-Mohamed Thariq-