



ABDUL JALEEL NALLA KANDY

DRIVER

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EDUCATION

HIGHER SECONDARY

- Board of Higher Secondary Examination, Kerala, India

SSLC

- Board of Public Examination, Kerala, India

AREA OF EXPERTISE

- Defensive driving techniques and road safety compliance
- Route planning and navigation optimization
- Vehicle inspection and basic maintenance knowledge
- Trip scheduling and transport coordination
- Fuel efficiency monitoring and log management
- Cargo handling and secure transportation
- Document delivery and confidentiality handling
- Traffic law compliance (UAE, Qatar, GCC standards)
- GPS navigation and map reading
- Accident prevention and hazard awareness
- Emergency response driving procedures
- Time-bound delivery management

DRIVING LICENSE DETAILS

Holder of Valid **Qatar** Driving License
License Number : 29235634174
Date of Issue : 29/01/2019
Date of Expiry : 02/12/2030
Class of Vehicles : LMV, HEAVY

PROFESSIONAL SUMMARY

Dedicated and responsible professional Driver with 10 years of experience in safe and efficient transportation of passengers, employees, goods, and official documents across UAE and Qatar. Proven ability to follow strict traffic regulations, company policies, and safety standards while ensuring timely and reliable service delivery. Skilled in route planning, vehicle maintenance checks, and maintaining accurate trip and fuel records. Strong knowledge of defensive driving techniques and emergency response procedures. Highly disciplined, punctual, and committed to maintaining vehicle safety, operational efficiency, and excellent service standards. Adept at working independently and coordinating effectively with office and logistics teams in fast-paced environments.

KEY SKILLS

Teamwork & Collaboration

Communication

Leadership

Organization skills

Time Management

Interpersonal ability

Detail Oriented

Punctual

Quick Learner

Hardworking

Analytic Skills

WORK EXPERIENCE

DRIVER | Dec 2018 – Present

THE BRIDGE KUWAIT TRADING, DOHA, QATAR

- Responsible for safely transporting employees, goods, and official documents across Doha and assigned regions.
- Planning and executing efficient routes to ensure timely deliveries while reducing travel delays and fuel consumption.
- Operating company vehicles in compliance with Qatar traffic laws, safety regulations, and company transport policies.
- Performing daily vehicle checks including engine condition, tires, brakes, lights, and fluid levels to ensure road safety.
- Ensuring proper handling, loading, and unloading of goods to prevent damage during transportation.
- Maintaining accurate and up-to-date records of trips, deliveries, fuel usage, and maintenance activities.
- Coordinating with office staff and logistics teams to manage schedules, delivery instructions, and urgent transport requests.
- Delivering documents and materials securely and confidentially to designated locations.
- Maintaining excellent customer service and professional conduct while interacting with clients and staff.
- Supporting emergency transport needs and ensuring quick response during urgent operational requirements.
- Following preventive maintenance schedules and ensuring vehicle readiness at all times.





CORE COMPETENCIES

- Safe and responsible driving operations
- Operational discipline and procedural compliance
- Logistics coordination and transport support
- Reliability in time-sensitive assignments
- Accuracy in record keeping and reporting
- Preventive maintenance coordination
- Route optimization and travel efficiency improvement
- Customer and passenger service excellence
- Security awareness during transportation
- Adaptability to different road and weather conditions
- Fleet handling and vehicle readiness management
- Professional communication with dispatch teams

COMPUTER PROFICIENCY

MS Office	★★★★★
Basic Operations	★★★★★
Internet & Email	★★★★★

LANGUAGES KNOWN

English	 100 %
Malayalam	 100 %
Hindi	 100 %
Arabic	 50 %

DRIVER | Jun 2016 – Nov 2018

ROAD TRANSPORT AUTHORITY, DUBAI, UAE

- Safely operated light and passenger vehicles for transportation of staff, officials, and assigned passengers under Road Transport Authority guidelines.
- Executed timely pick-up and drop-off services while maintaining strict adherence to schedules and route plans.
- Ensured full compliance with UAE traffic laws, safety regulations, and defensive driving standards.
- Conducted daily vehicle inspections including brakes, tires, oil, water, and overall mechanical condition.
- Reported technical issues immediately and coordinated with maintenance teams for repairs and servicing.
- Maintained high standards of vehicle cleanliness, hygiene, and operational readiness at all times.

PERSONAL STRENGTHS

- **STRONG SENSE OF RESPONSIBILITY** – Takes full ownership of duties and ensures tasks are completed safely and correctly without supervision.
- **DISCIPLINE AND PUNCTUALITY** – Follows rules strictly and consistently arrives on time for all assigned duties and schedules.
- **INTEGRITY AND HONESTY** – Works with truthfulness and transparency, maintaining trust in handling passengers, goods, and company assets.
- **POSITIVE ATTITUDE AND RELIABILITY** – Maintains a cooperative mindset and can be depended on to perform duties consistently and efficiently.

PERSONAL DETAILS

Gender	: Male
Date of Birth	: 21/07/ 1992
Nationality	: Married

PASSPORT DETAILS

Passport Number	: AM 224098
Date of Expiry	: 28/01/2036

DECLARATION

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars

ABDUL JALEEL NALLA KANDY