

Saiyed Ebrahim Abdul
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OBJECTIVE:

To grow along with a dynamic and progressive establishment which offers ample opportunities to further improve the skills which will allow me to excel my career growth graph along which will also enable me to be a vital part of your esteemed establishment.

SUMMARY

- 12 Years' experience as Driver GCC and Holding a valid Bahrain Driving License Valid till 20.06.2023.
 - Proficient in using Microsoft office applications.
 - Strongly commercial with excellent communication and influencing skills.
 - Energetic and capable of working independently and a good deal of autonomy.
 - Have excellent time management skills and can meet the deadlines without compromising on quality.
 - Recognized with long term association with past employers.
 - Good listener, Team player and eager to learn new things.
 - Quickly adaptable to the new work environments
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Academic history: Diploma in Electronics, Trichy, TamilNadu, India

Computer skills: Proficient in MS office packages and Internet.

Work history:

- Working as Shift Driver for M/s Monroe Hotel, Bahrain (Aug'18 to Present).
 - Worked as Supervisor com Driver for M/s Jahiz cleaning company, Bahrain (Jul '16 to Jul 18)
 - Worked as House Driver for Saudi family, KSA (May'2014 to June 2016)
 - Worked as House driver for Qatari Family, Qatar (Apr'2007 to Apr 2014)
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Extra achievements:

- Received best employ of the year in Jahiz cleaning company.
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Job profile:

Driver:

- Transporting clients from airport to hotels and vice versa.
- Transporting staffs from home to hotel and vice versa.
- Carrying out vehicles maintenance checks.
- Picking up office purchases or administrative needs.
- Utilizing navigation apps to find the most optimal route.
- Interacting with clients in a professional conduct.
- Working at night and on weekends.
- Maintaining an organized travel schedule.
- Ensuring that vehicle have sufficient gas and always ready to use.
- Arranging for vehicle repairs when necessary.
- Arranging periodical company service on proper time.
- Updating monthly mileage records.
- Driving a variety of vehicles including private Saloon, Private Mini bus less than 16 passenger, Private Conveyance and Private Goods Vehicle Pick-up.

Languages known:

- English, Hindi, Arabic and Tamil.

Personal details

License no : 781416264
Nationality : Indian
Date of birth : 15th May 1978
Sex : Male
Marital Status : Married
Passport no : P3207655
Date of Issue : 19.03.2017
Date of Expiry : 18.03.2027
Place of Issue : Bahrain
Extra-Curricular Activities : Cricket, Volleyball and Badminton
Hobbies : Reading, Internet and enjoying music

Declaration

I hereby declare that all the above furnished statements are true and correct with my best knowledge and belief

Place: Manama

Saiyed Ebrahim Abdul