***Khalil***

**Khalil.124947@2freemail.com**

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**OBJECTIVE:**

* **Dependable and hardworking person seeking employment for any suitable position which will allow me to utilize my extensive customer service knowledge and skills in order to contribute to the growth and success of the company.**

***WORK EXPERIENCE:***

1. ***Light and Heavy Bus Driver***

**Retail Group LLC**

**Al Hanna Center Mankhool Road, Dubai, UAE**

**February 25, 2006 up to present**

* Followed strict time table to drop and pick up the staff
* Responsible for collecting all the sales of the store.
* Keep interior of bus very clean
* Make sure that the vehicle is in good condition to work for daily trips by checking brakes, tires, lights, oil, fuel, safety equipment, water, etc.
* Prepared reports including number of passengers and trips
* Responsible for cash deposit and withdrawal
* Collecting all the business letters from the Post office
* Drop and pick up the company guests/visitors
* Assists the PRO for the arrangement of visas including also the cancellation
* Arranging Freeport Zone Work
* Done other duties as needed

**2**. ***Van Driver***

 **Imperial Hotel**

 **Rolla Road Bur Dubai, Dubai, UAE**

 **January 1, 2005 to November 17, 2006**

* Responsible for transporting guests to and from the hotel to local area attractions as well as assisting the guest with recommendations for restaurants and tourist activities.
* Driving guests to designated locations and assisting guests with luggage
* Maintaining vehicle cleanliness
* Have the ability to coordinate multiple pick-ups and drop-offs on a schedule under continuously changing circumstances.

**3**. ***Company Driver***

 **Sun and Sand Sports LLC**

 **Bank Street Khalid Bin Waleed, Bur Dubai, Dubai, UAE**

 **May 1, 2004 to January 1, 2005**

* Drop and pick up the staff
* Making cash deposit and withdrawal
* Delivery of products to various location
* Conducting daily safety inspection of vehicle.

**4**. ***Driver***

 **Hassan Bin Haider Building Material LLC**

 **Al Quoz, Dubai UAE**

 **March 1, 2004 to May 10, 2004**

* Doing an outdoor sales
* Conducting daily safety inspection of vehicle
* Delivery of products to various locations
* Interaction with vendors
* Planning daily delivery routes.

***EDUCATION:*** Matric (Arts Group)

***PERSONAL DETAILS:***

Nationality : Pakistani

Place of Birth : Dubai

Age & Date of Birth : 35 years – 1975

Gender : Male

Religion : Islam

 Visa Status : Employment visa

Languages Known : English, Arabic & Urdu

Licenses : Light Vehicle. Light Bus & Heavy Bus

 Driving License of Dubai, U. A. E.