

03/2006

**High School Diploma:**  
**Board Of School Education**  
**Haryana**  
Karnal

**Kurukshetra University**  
Karnal

## Languages

**Punjabi:** First Language

**English:** B1  
  
Intermediate

**Hindi:** C1  
  
Advanced

- Monitored traffic conditions and applied defensive strategies to avoid accidents.
- Checked vehicle after shift for damaged

### **Swift Securitas Pvt Ltd - Security Guard**

*Karnal*

07/2021 - 04/2022

- Issued visitor badges and access cards to authorized personnel.
- Maintained order during special events such as concerts and conferences.

### **Private Tours And Tarvel - Taxi Driver**

*Karnal*

07/2012 - 06/2021

- Followed company policies and procedures at all times while on the job.
- Reported any mechanical problems or needed repairs to supervisor immediately.
- Provided door-to-door service for passengers in a safe and courteous manner.
- Monitored traffic conditions to determine most efficient route.

### **Virk Mobile Shopee - Mobile Sales Promoter**

*Karnal*

01/2010 - 07/2012

- Demonstrated product features, benefits and services to customers.
- Maintained an up-to-date knowledge of the latest mobile products on the market.

### **Cow And Buffalo Fresh Milk Farm - Cow Milker**

*Karnal*

01/2000 - 01/2010

- Collected milk samples for testing purposes.
- Calculated amount of feed needed for animals based on their size and age.
- Inspected equipment, prepared cows for milking and followed detailed pre-milking recommendations for each cow daily.

## Hobbies

- . Long Drive
- . Music and play the Game

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Karnal Haryana , India 132001

## Skills

- Staff Management
- Stakeholder Management
- Detailed vehicle inspection
- Issue Resolution
- Fluid level checks
- Safety inspection
- Heating and Air Conditioning
- Vehicle inspections
- Automatic transmissions
- Diesel engines
- Computer Diagnostics
- Inspecting vehicles
- Alignments experience
- Brake systems knowledge
- General Securitys
- Relationship building and management
- Document Management
- CCTV Monitoring

## Education And Training

03/2007

**Computer Basic And Operating :**  
**C-Point Computer Center**  
Karnal

03/2006

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Karnal

**Kurukshetra University**  
Karnal

# Jarnail Singh

## Summary

Hardworking employee with customer service, multitasking, and time management abilities. Devoted to giving every customer a positive and memorable experience.

Reliable Driver known for productivity and efficient completion of tasks. Skilled in route planning, time management, and vehicle maintenance, ensuring smooth operations on every journey. Excel in communication, adaptability, and problem-solving, bringing value to any team by navigating challenges with calmness and professionalism.

Reliable Driver with experience in delivering goods and transporting people safely. Skilled in operating various types of vehicles, adhering to traffic laws, managing delivery schedules, and maintaining vehicle cleanliness. Strengths include navigation skills, time management, customer service, and mechanical knowledge. Contributed to previous roles by ensuring timely deliveries and maintaining high levels of client satisfaction.

## Experience

**Crest Capital Group Pvt Ltd - Company CEO Driver**  
*New Delhi*  
05/2022 - Current

- Inspected vehicles for mechanical items and safety issues, ensuring they are in proper working conditions
- Saved fuel by leveraging GPS to identify faster routes.
- Documented daily mileage, gas, and other data.
- Monitored traffic conditions and applied defensive strategies to avoid accidents.
- Checked vehicle after shift for damaged

**Swift Securitas Pvt Ltd - Security Guard**  
*Karnal*  
07/2021 - 04/2022

- Issued visitor badges and access cards to authorized personnel.
- Maintained order during special events such as concerts and