



MOHAMED KALLAN ABDURAHIMAN

VEHICLE DRIVER

CONTACT

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Abu Dhabi, UAE

EDUCATION

HIGHER SECONDARY SCHOOL

State Syllabus

HIGH SCHOOL

State Syllabus

SKILLS

- Route Planning
- Customer Service
- Time Management
- Vehicle Maintenance
- Safety Compliance
- Delivery Efficiency
- Sales Support
- Confidential Document Handling
- Cash Handling
- Inventory Management
- Communication Skills
- Reliability
- GPS Navigation
- Multi-tasking
- Problem-Solving

PROFILE

Experienced Vehicle Driver with over 13 years of expertise in private driving, sales delivery, and messaging services in the UAE. Proven track record of punctuality, customer satisfaction, and efficient route planning. Skilled in maintaining vehicle safety and handling confidential deliveries.

WORK EXPERIENCE

PRIVATE DRIVER

Abu Dhabi, UAE
2022 - Current

SALES CUM DELIVERY DRIVER

Legrande Cafe, Abu Dhabi,
2015 - 2022

Messenger

4 Years Experience, Abu Dhabi, UAE

ACHIEVEMENTS

- Ensured 100% client satisfaction by maintaining punctuality and safety.
- Reduced travel time by 15% through efficient route planning.
- Implemented a proactive vehicle maintenance schedule, reducing breakdowns by 20%.
- Streamlined delivery processes, reducing delivery time by 25%.
- Maintained a 99% order accuracy rate, ensuring customer satisfaction.
- Trained 5 new delivery drivers, improving overall team efficiency.
- Successfully managed and delivered over 1,000 confidential documents without security breaches.
- Enhanced client communication, leading to a 15% increase in repeat business.
- Recognized for reliability and punctuality, receiving commendations from management.

LANGUAGES

- English
- Hindi
- Tamil
- Malayalam
- Arabic

ADDITIONAL DETAILS

- Nationality : Indian
- Date of Birth : 08-Feb-1986
- License class : Light Vehicle
- Issue Place : Abu Dhabi

VISA DETAILS

- Visa Status :- Own Visa

JOB RESPONSIBILITIES

- Safely transported clients to various destinations, ensuring punctuality and reliability.
- Maintained vehicle cleanliness and performed routine maintenance checks.
- Managed schedules and planned efficient routes to minimize travel time.
- Provided excellent customer service, addressing client needs and requests promptly.
- Monitored traffic conditions and adjusted routes for optimal travel.
- Ensured compliance with all traffic laws and regulations.
- Assisted clients with luggage and other personal items.
- Kept accurate records of mileage, fuel usage, and maintenance.
- Delivered orders to customers promptly and efficiently, ensuring high satisfaction levels.
- Assisted in sales activities, promoting cafe products and upselling items to increase revenue.
- Maintained accurate delivery logs and managed cash transactions.
- Provided excellent customer service, addressing inquiries and resolving complaints.
- Coordinated with the kitchen staff to ensure timely and accurate order preparation.
- Conducted routine vehicle inspections and maintenance to ensure safe operations.
- Managed inventory, restocked products, and reported low stock levels.
- Ensured compliance with health and safety regulations during deliveries.
- Coordinated with office staff to ensure timely and accurate delivery of materials.
- Managed delivery schedules and planned routes for optimal efficiency.
- Maintained accurate records of deliveries and pickups, ensuring accountability.
- Provided exceptional customer service, addressing client inquiries and handling urgent requests promptly.
- Performed routine vehicle maintenance checks to ensure reliable transportation.