

# **CURRICULUM VITAE**

**RAFIK MUSTAK AHMED SHAIKH**

**Address :** Location : G Sector, O Line,  
Room No.1, Cheeta Camp, Trombay,  
Mumbai - 400 088.

**Mobile :** +971-501870917

**Email ID :** rockon6851@gmail.com



## **OBJECTIVES**

To be considered for suitable post where my qualification, creativity, ability and hard work would be recognized as the most valuable asset and which in turn would result in the symbolic growth of the organization and self.

## **WORK EXPERIENCE**

Marwan Saeed suktan

Designation : Personal driver

### **Job Summary:**

The Personal Driver is responsible for safely transporting clients to their desired destinations in a timely and professional manner. This role includes vehicle maintenance, route planning, and providing a high level of customer service to ensure the client's comfort and satisfaction.

Drive clients to appointments, meetings, events, and other destinations as requested.

Ensure timely arrival by planning and selecting efficient routes, considering traffic and weather conditions.

Vehicle Maintenance:

Regularly clean and maintain the vehicle, ensuring it is in excellent working condition.

Monitor and schedule routine maintenance, such as oil changes, tire rotations, and inspections.

Keep the vehicle fueled and ready for use at all times.

Safety:

Adhere to all traffic laws and regulations.

Ensure the safety of the client by driving responsibly and avoiding risky situations.

Keep updated on road conditions, weather reports, and any other factors that may affect the trip.

**Duties & Responsibilities :**

- Handling front hand cash.

: HH. Sheikha Fatima Bint Mubarak LLC

Designation : Worked as a cashier in the supermarket of Sheikha Fatima

Bint Mubarak supermarket for the period of 2 year in AlAin  
at UAE.

**Duties & Responsibilities :**

- Handling front hand cash.
- Handling Cards, Foreign Currency, Gift Vouchers, and EDC Discount & Credit Not's.
- Giving full information of Discount, Promotion & Offer in the store. Upselling to the customer.
- Giving feedback to store manager about moving & nonmoving stuff. Providing customer satisfaction after sales.

**EDUCATIONAL QUALIFICATION**

- HSC Passed from Maharashtra Board
- SSC Passed from Maharashtra Board

## **UAE DRIVING LICENSE DETAILS**

License Number : 2546711  
Permitted Vehicle : Light Vehicle  
Issue Date : 07/02/2019  
Expiry Date : 06/02/2021  
Issue Place : Abu Dhabi

## **PERSONAL DETAILS**

Name Of Father : Mustak Ahmed Shaikh  
Date Of Birth : 11/05/1993  
Marital Status : Single  
Languages Known : English, Arabic, Hindi  
Nationality : Indian

## **PASSPORT AND VISA DETAILS**

Passport No : Y5741159  
Issue Date : 19/06/2023  
Expiry Date : 18/06/2033  
Visa Status : Employment Visa

## **DECLARATION**

I Hereby State That All The Information Written Above Is True And Correct Of  
The Best Of My Knowledge And Belief

**RAFIK MUSTAK  
AHMED SHAIKH**

