

MUHAMMAD TAHIR

Mailing Address : Dubai, UAE
Contact Numbers : +971 56 730 5571
Email : tahir khan.5571@gmail.com



CAREER OBJECTIVE:

Seeking a responsible and challenging position in a progressive organization where my education, experience, skills and ability will significantly contribute to the overall success of my employer as well as my career growth.

WORK EXPERIENCE:

- **Driver at Istanbul Group of Companies, UAE (December 2017 – December 2024)**
 - Keeping accurate records of vehicle maintenance, mileage, gas usage, and other data.
 - Ensuring the safety of the vehicle and passengers, and following local driving rules and regulations.
 - Providing reliable and secure driving services, and having an upbeat attitude to ensure client satisfaction.
 - Being timely and having great time management skills .
 - Being able to perform minor vehicle repairs, or arranging for them to be done.
 - Keeping records of spare parts and conducting regular inventory .
 - Documenting vehicle-related information and ensuring all required documents and supplies are available.
 - Having good communication skills
 - Being able to cope under pressure or in an emergency.

ACADEMIC QUALIFICATIONS:

Course

Bachelor of Commerce (B.Com)

Institute

Bahauddin Zakariya University, Multan, Pakistan

CERTIFICATIONS / TRAININGS / SOFTWARE SKILLS:

- UAE Manual Driving License

LANGUAGES KNOWN

- English, Arabic, Urdu and Hindi

REFERENCE:

- Available when required.