

MUHAMMAD ADNAN YASIN s/o MUHAMMAD YASIN

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An innovative and dependable Delivery Driver with strong experience and particular expertise in transport management and general logistic services. My job is to follow the rules and regulations made by the company and maintain the company's value and customers, Possesses the proven ability to enhance security when delivering and collecting high value items. An avid communicator with the interpersonal skills to build robust and productive relationships with drivers, administrative teams and customers. Demonstrates a comprehensive understanding of road traffic regulations, driving hours and working time directive rules, and ensures adherence to health and safety requirements. Combines exceptional driving strengths with outstanding organisational skills, a proactive work ethic and a commitment to the prompt delivery of various items to achieve client satisfaction.

WORK EXPERIENCE

2016 – 2018

MESSENGER FARMAN ALI CARGO SERVICES

DUBAI, UAE

Key Responsibilities

- Planning and directing routes to ensure the safe and secure delivery of customer merchandise
- Scheduling delivery times, presenting invoices, collecting payments, and obtaining customer signatures on delivery documentation Driving vehicles on scheduled routes to pick up and then deliver stock, and to make.
- Deliveries to business premises and customer homes.
- Maintaining the delivery vehicles cleanliness both inside and out and ensuring the Security and safety of all loads carried
- Driving in heavy traffic and unsociable hours, obeying all traffic laws and regulations,
- Delivered excellent services and goods to clients
- Taking care of my office staff and treating them well and obeying the orders of my officers
- And reporting delays, accidents and other traffic situations to managers Delivering a friendly and professional service to customers, and manually lifting and
- Carrying stock to from the vehicle to customer premises Performing vehicle inspections inclusive of gas, oil, water, tires and light checks and reporting any mechanical problems of deficiencies with the vehicle.
- More than 15 years of experience of driving.

RELEVANT SKILLS

- **Computer skills:** Microsoft Office, Computer OS Installation, Mikrotik Server Installation, Networking Set-up, computer problem diagnosis
- **Technical:** knowledge some computer hardware work, knowledge some vehicles hardware and software work,
- **Professional/Social:** Teamwork, Communication, Organization, Problem-solving, Attention to detail
- **Languages:** Native Language, English (moderate), Other Languages Urdu, some Arabic, Punjabi

EDUCATION

2005 **COMPUTER SCIENCE**
THE BRAINS COLLEGE LAHORE, PAKISTAN
Computer and android mobile phone basic courses.

PROFESSIONAL CERTIFICATIONS

I have two countries driving licenses (National and international) Pakistan and UAE. (Available in UAE with own visa)