



MOHAMMED MORSHEDUL ALAM

Contact

Phone +971-552197807
Email morshedul962@gmail.com
Address Dubai- UAE

Personal Details

Date of Birth : 19 May 1989
Nationality : Bangladesh
Visa status : Employment Visa
Passport No : A05835119
License No : 1991667(Light Vehicle)
Expiry Date : 15-01-2029

Education

Higher Secondary
Bangladesh

Skills

- Security & Surveillance Operations
- Defensive & Professional Driving
- Office Administration & Clerical Support
- Customer Service & Communication
- Time Management & Organization
- Problem-Solving & Emergency Handling

Language

English
Arabic
Hindi
Urdu

Objective

Highly dedicated and responsible professional with over 11 years of experience in security services, driving, and office administration. Proven expertise in maintaining safety, handling transportation services, and managing clerical tasks efficiently. Adept at providing exceptional service in diverse environments, ensuring security, and delivering timely transportation services.

Professional Experience

4 Years

Driver and Office Clerk

BBY Global Fze Compnay - Dubai

- Managed office-related driving duties, ensuring the safe transportation of staff and documents.
- Handled clerical responsibilities including data entry, document filing, and office coordination.
- Assisted in administrative tasks and ensured smooth office operations.

2 Years

Driver - Pick and Drop Services

Rotana Hotel - Dubai

- Provided hotel guests with pick-and-drop services, ensuring timely and efficient transportation.
- Maintained vehicle cleanliness and performed routine inspections for safety and comfort.
- Assisted guests with luggage handling and customer service inquiries.

3 Years

Taxi Driver

Dubai Taxi

- Provided reliable and safe transportation services for passengers across Dubai.
- Ensured adherence to traffic rules and safety regulations.
- Delivered excellent customer service, assisting passengers with route suggestions and inquiries.

2 Years

Security Servicer

Group 4 Security Services L.L.C - Dubai

- Provided security and safety services, ensuring the protection of property and personnel.
- Conducted routine surveillance and patrolling to prevent security breaches.
- Responded promptly to emergencies and security threats, maintaining a safe environment.

Decleration

I hereby declare that the information provided above is true and accurate to the best of my knowledge and belief. I take full responsibility for the authenticity of the information provided.