

WAQAR RABI
S/O
FAZAL RABI



Personal Information

D/Birth

08/April/1995

Nationality

Pakistan

Passport No

BF9095292

Religion

Islam

Martial status

Single

Postal address

Abu Dhabi UAE

Cell No

+971524414376

+923018763038

Email

<mailto:waqar.rabi25@gmail.com>

Visa Status

Employment Visa

Driving License

UAE Driving License

No. 2825583

Valid Until 2028

Pakistan Driving License

Professional Summary

Seeking a suitable position where I can utilize my knowledge, skills, and abilities to provide high-quality service to both employees and employers. I am committed to my job, capable of meeting deadlines, achieving excellent results, and adapting to all levels of responsibility..

Educational Qualifications

✚ BS (Hons) Computer Science,	Hazara University Mansehra	(2020)
✚ Diploma in Information Technology,	KPK Technical Board	(2014)
✚ Diploma in Civil Engineering	KPK Technical Board	(2014)
✚ SSC (Science),	Mardan Board	(2011)

Professional Qualification

AutoCAD 2D/3D, Skill Development, Pakistan (2014)

- ✚ International Seminars (ARCH), (2019)
- ✚ English Language Skill Development, Pakistan (2014)
- ✚ Total Station Skill Development, Pakistan (2013)

Work Experience

- ✚ **Bike Rider**, Lyve Global (January 2022 - June 2022)
 - ✚ Safely delivered packages to customers across Abu Dhabi
 - ✚ Utilized GPS navigation to optimize delivery routes and ensure timely Arrivals Networking
 - ✚ Maintained a high level of customer satisfaction through Professional and Courteous Service
 - ✚ Collaborated with Lyve Global's logistics team to ensure seamless delivery operations
- ✚ **Talabat Rider**, Talabat (July 2022 - December 2022)
 - ✚ Successfully delivered food orders to customers within designated time frames
 - ✚ Maintained a high level of customer satisfaction through timely and professional service
 - ✚ Collaborated with restaurant partners to ensure seamless order fulfillment
 - ✚ Utilized GPS navigation and route optimization techniques to minimize delivery times
- ✚ **Sales Manager**, Almarwan Travel Agency, Swabi (2021)
 - ✚ Managed and supervised a team of sales agents to achieve sales targets
 - ✚ Developed and implemented effective sales strategies to increase revenue
 - ✚ Built and maintained relationships with clients to ensure customer satisfaction
 - ✚ Coordinated with airlines, hotels, and other travel providers to facilitate travel arrangements
- ✚ **Computer Operator**, MS Technical Education, Swabi
 - ✚ Managed and maintained computer systems and networks
 - ✚ Provided technical support and assistance to students and staff
 - ✚ Assisted in the development and implementation of computer-based training programs

Skills

- ✚ Proficient in Graphics (Corel Draw, Photoshop, Illustrator)
 - ✚ Experienced in Travel and Tours (GSD, Saber, Galileo)
 - ✚ Data Entry and Management
 - ✚ Strong analytical and problem-solving skills
 - ✚ Excellent communication and customer service skills
 - ✚ Sales and marketing expertise
 - ✚ Computer hardware and software maintenance
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Areas of Expertise

- ✚ Data Entry and Management
 - ✚ Graphic Design
 - ✚ Travel and Tours Operations
 - ✚ AutoCAD and Civil Engineering Software
 - ✚ Food Delivery and Customer Service
 - ✚ Logistics and Package Delivery
 - ✚ Sales and Marketing
 - ✚ Computer Hardware and Software Maintenance
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Hobbies and Interest:

- ✚ Travelling,
 - ✚ Listening
 - ✚ Islamic History
 - ✚ Hacking Games
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Languages:

Read : English & Urdu
Write : English & Urdu
Speak : English, Urdu & Pashto

❖ **Reference will be Provided on Demand**
