

# BIJU VALUPARAMBIL ARAVINDAKSHAN

LIGHT VEHICLE DRIVER



## CONTACT

+971 551364605

[bijukunju@gmail.com](mailto:bijukunju@gmail.com)

Dubai, UAE

## ACADEMIC CREDENTIALS

### PRE DEGREE | 1995

- Calicut University

### SSLC

- Board of Public Examination, Kerala, India

## COMPUTER PROFICIENCY

MS Office ★★★★★

D-Brix ★★★★★

Basic Operation ★★★★★

Internet & E- Mail ★★★★★

## LANGUAGES KNOWN

English 100 %

Malayalam 100 %

Hindi 100 %

Tamil 90 %

## PASSPORT & VISA DETAILS

Passport Number : S2035318

Date of Expiry : 03-05-2028

Visa Status : Visit Visa

## DRIVING LICENSE DETAILS

Holder of Valid **UAE** Driving License

License Number : 73816

Date of Issue : 30/04/2005

Date of Expiry : 27/04/2025

## CAREER ABRIDGEMENT

To achieve a challenging position in a professional organization through self - improvement by excelling in all responsibilities with sincere hard work, dedication & commitment. To work towards the development of the organization & grow with it.

## KEY SKILLS

Adaptability

Work Ethic

Concentration

Knowledge of Traffic Laws

Multi - Tasking

Time Management

Physical Fitness & Strength

Detail Oriented

Maintenance Knowledge

Responsible

Analytic Skills

## EMPLOYMENT CHRONICLE ( 13 Years' Experience )

### DRIVER AND CUSTOMS CLEARANCE EXECUTIVE | 5 Years

KHK SCAFFOLDING AND FORMWORK LLC, AJMAN, UAE

### LIGHT VEHICLE DRIVER (OFFICE & MESSENGER) | 5.5 Years

KHK SCAFFOLDING AND FORMWORK LLC, AJMAN, UAE

### SALESMEN CUM DRIVER | 2.5 Years

GLOBAL TRADERS, THRISSUR DISTRICT, KERALA, INDIA

## KEY RESPONSIBILITIES

- Pick up clients from the place and at the time they've requested.
- Listen to traffic and weather reports to stay up-to-date on road conditions.
- Adjust the route to avoid heavy traffic or road constructions, as needed.
- Schedule regular car service appointments and report any issues.
- Book car wash and detailing services to maintain interior and exterior cleanliness of the car.
- Performed as a company messenger (banks, port and customs & government authorities).
- Updating monthly mileage records.
- Arranging for vehicle repairs when necessary.
- Utilizing navigation apps to find the most optimal route.

INTERESTS



Songs



Travelling



Driving

REFERENCE

- Available upon request

PERSONAL STRENGTHS

- **COMMUNICATION** - Interpersonal skills – verbal, problem solving and listening skills in any administrative role.
- **SERVICE** - Having a client focused approach Skills include Patience, Attentiveness and a positive language.
- **ORGANIZATION** - Helping others, organizing a to-do list. Prioritizing tasks by the deadline for improving time -management.
- **MANAGEMENT** - Management skills to direct others and review others performance.

PERSONAL DOSSIER

Gender : Male  
Date of Birth : 05/05/1978  
Nationality : Indian  
Marital Status : Married  
Permanent Address : Valuparambil House  
Edathiruthy Post, Thrissur  
Pin: 680703 Kerala, India

DECLARATION

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars.

**BIJU VALUPARAMBIL ARAVINDAKSHAN**