



# MUBASHAR JAVED

## CONTACT

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📍 Dubai

## EDUCATION

- MATRICULATION FROM BEACON HOUSE SCHOOL YEAR 2014
- I.COM FROM GOVT COLLEGE OF SCIENCE 2016
- B COM GOVT COLLEGE YEAR 2018

## SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking
- Team Training & Development
- Operational Management & Monitoring
- Performance Management & Staff Leadership
- Security & Safety Protocols

## PROFILE

During my tenure at Al Falasi Luxury Limousine, I was responsible for providing an exceptional transportation experience to high-profile clients across a wide range of services, from airport transfers to corporate events and special occasions. As a chauffeur driver, I consistently maintained professionalism, punctuality, and a high level of customer service.

## WORK EXPERIENCE

### Al falasi luxury limousine

2021 - 2024

#### Chauffeur driver

- Client Service: Ensured a VIP experience by offering personalized services to clients, anticipating their needs, and providing comfort and safety throughout the journey.
- Fleet Maintenance: Regularly checked and maintained the luxury fleet, ensuring vehicles were in pristine condition, clean, and well-stocked with amenities, to enhance the client's experience.
- Safe Driving: Demonstrated excellent driving skills, adhering to all traffic laws and regulations while ensuring clients reached their destinations on time and safely, even in high-pressure situations.
- Discretion & Confidentiality: Maintained confidentiality with high-profile clients, ensuring privacy was respected at all times during journeys.
- Route Planning: Utilized GPS systems and in-depth knowledge of city roads to plan the fastest, most efficient routes, factoring in traffic patterns and weather conditions.
- Special Events: Provided chauffeured services for exclusive events, including weddings, gala dinners, corporate meetings, and private functions, offering clients a memorable and luxurious experience.
- Client Relations: Built and maintained strong relationships with repeat clients, offering customized transportation services to suit their preferences and needs, ensuring client satisfaction.

### Ocean Tourism

2018 - 2021

#### Driver & City Guide

- Chauffeur Services: Ensured punctual, safe, and comfortable transportation for guests, including airport transfers, hotel pick-ups, and city tours. I made sure every journey was smooth, allowing clients to relax and enjoy their time in the city.
- City Tours & Guiding: Delivered engaging and informative guided tours, showcasing the city's most iconic attractions, hidden gems, and cultural highlights. I provided guests with historical insights, local anecdotes, and personalized recommendations based on their interests.

## COMPUTER EXPERTIES

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- Microsoft (Word)
- Microsoft (Excel)
- Microsoft (Powerpoint)

## LANGUAGES

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- English (Fluent)
- Arabic (Fluent)
- Hindi (Fluent)

## WORK EXPERIENCE

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- Client Relationship Management: Fostered strong relationships with clients, understanding their preferences and needs to ensure a tailored experience. I made guests feel at home by offering assistance with local information, dining options, and shopping recommendations.
  - Route Planning & Navigation: Planned the best and most efficient routes for city tours, ensuring clients experienced the city's highlights while avoiding traffic or delays. I utilized both traditional maps and modern navigation tools to ensure timely arrivals.
  - Vehicle Maintenance: Maintained a high standard of vehicle cleanliness and readiness, ensuring it was always stocked with amenities and ready for the next trip, whether for a guided city tour or an airport transfer.
  - Safety and Comfort: Prioritized safety, providing a smooth and comfortable ride for all passengers. I adhered to traffic regulations while adjusting to the specific needs of each guest.
  - Specialized Services: Assisted with special events, private excursions, and VIP clients, offering tailored, high-end transportation services and unique local experiences.
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