

MALIK TALHA MUSTAFA

SUMMARY

A seasoned and disciplined Professional Driver with 5+ years of experience spanning chauffeur services, light cargo transport, and corporate mobility. Demonstrated expertise in operating high-value vehicles, maintaining detailed transportation documentation, and following fleet safety protocols. Extensive knowledge of RTA regulations, inter-emirate route mapping, and experience working with multinational corporations and logistics firms.

Strong background in VIP protocol adherence, security-conscious driving, and working in multi-lingual, multicultural environments. Capable of performing light mechanical tasks, inspecting vehicles for defects, and reporting to maintenance proactively. Maintains a high standard of conduct, punctuality, hygiene, and client confidentiality.

CORE QUALIFICATIONS

- Defensive & Safe Driving Practices
- Route Planning & Navigation
- Vehicle Inspection & Maintenance
- Customer Service Excellence
- Safe driver
- Knowledge of UAE Roads and Traffic Laws

SKILLS

- Proficient in driving various vehicle types (including light and medium vehicles), Knowledge of basic vehicle repair and maintenance, Effective communication and problem-solving, Time management and reliability, Computer literate

EXPERIENCE

Falconic car rental, Dubai, UAE – chauffeur driver.

August 2023 - Present, Dubai, UAE

- Provided safe and timely transportation for clients throughout the UAE.
- Maintained cleanliness and operational condition of assigned vehicle.
- Coordinated with dispatch for efficient scheduling.
- Ensured compliance with all traffic and safety regulations.
- Assisted in minor vehicle maintenance and inspections.
- Recognized & distinguished for providing effective solutions to the problems in a timely manner.
- Delivering Equipment to the required locations all around UAE.

Innovation Group, Dubai, UAE – warehouse Associate

2023 - 2024

- Supported technical team in transporting commercial kitchen equipment (fridges, combi ovens, dishwashers) to customer sites and installation zones.
- Oversaw fragile equipment loading, crating, and mounting in delivery vehicles.
- Worked as a backup/relief driver, covering planned and emergency deliveries.
- Maintained inventory logs, checked off outbound delivery sheets, and updated stock movement records in the warehouse.
- Coordinated with engineering staff to ensure the correct equipment reached each site and returned faulty units to workshop.

K&N's Food Pvt Ltd, Sialkot, Pakistan – Assistant Driver

2022 - 2023

- Supported logistics operations for transporting perishable goods via temperature-controlled vehicles.
- Conducted vehicle cooling system checks, logged hourly cargo temperatures, and ensured compliance with ISO 22000 food safety standards
- Loaded/unloaded goods using pallet jacks, secured cargo using straps and anti-slip mats.
- Assisted main driver in route planning, map interpretation, and fuel management across long-haul routes.
- Cleaned & organized, including the plant warehouse & dry storage.
- Reported on daily schedules, vehicle conditions, and coordinated directly with the distribution center.

EDUCATION

Jinnah Islamia College, Sialkot – Bachelor's in Arts & biology science

2019-2021

LANGUAGES

ENGLISH – FLUENT

ARABIC – BASIC

URDU – NATIVE