

# Naji AwadAla Ali Tmim

## Professional Driver & PRO

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### Professional Summary

Dedicated and responsible Professional Driver & PRO with extensive experience in transportation, customer service, and administrative support. Proven ability to provide safe and punctual transport services while managing official documentation and government-related processes. Known for professionalism, discretion, and excellent knowledge of UAE roads. Eager to contribute to a dynamic organization such as Dubai.

### Work Experience

#### **Driver & Personal Driver | Bluestone Contracting Company – Dubai, UAE**

*Nov 2023 – Nov 2024*

- Provided safe and timely transportation for management and staff.
- Assisted with document delivery, vehicle maintenance, and logistics tasks.
- Maintained cleanliness and functionality of company vehicles.

#### **Driver | TFM Company – Dubai, UAE**

*8 Months*

- Delivered goods and materials to designated locations across the UAE.
- Ensured vehicle safety checks and compliance with company transport policies.

#### **Personal Driver | Hyper Nova Company – Sudan**

*2021 – 2022*

- Provided private driving services to company executives.
- Assisted in personal errands and official documentation processes.

### Education

Bachelor's Degree in Agricultural Sciences  
University of Gziera – Sudan, 2015

### Skills

- Valid UAE Light Vehicle Driving License
- Excellent knowledge of UAE roads and traffic regulations

- Experience driving luxury vehicles
- Strong communication and interpersonal skills
- Ability to handle official documentation and government procedures
- Computer literate (MS Office, printing, scanning)
- High sense of responsibility, honesty, and time management

### **Certificates & Training**

- Project Management Professional (PMP), 2024
- Training in Dairy Products Processing, 2016
- Training in Microfinance Principles, 2016

### **Languages**

Arabic – Native

English – Good (spoken & written)