



# HAMZA AKRAM

☎ +971 54 312 2814  
✉ hamzaakram4242@gmail.com  
Address: Al Satwa Dubai, UAE

## ABOUT ME

To join an organization where I can employ my skills and expertise and attain a high level of performance. I have the right attitude to indisputably perform competently in any field of assignment that would be given to me and ability to work well with others.

## PERSONAL DETAILS

**Name** : Hamza Akram  
**Date of Birth** : 01-10-1999  
**Nationality** : Pakistan  
**Religion** : Islam  
**Gender** : Male  
**Marital Status**: Single

## EMIRATES ID DETAIL

**E-ID No** : 784-1999-4828392-6  
**E-ID Issue Date** : 16-06-2022  
**E-ID Expiry Date** : 15-06-2024  
**Visa Status** : Employment Visa

## LANGUAGE

- Urdu
- English
- Hindi
- Punjabi

## LICENSE DETAILS

### (LIGHT VEHICLE AUTOMATIC)

**License No** : 4450302  
**Issue Date** : 09-03-2023  
**Expiry Date** : 09-03-2025  
**Place of Issue**: Dubai

## QUALIFICATIONS

- Matric Science in Pakistan

## COMPUTER SKILLS

- PowerPoint
- MS Office
- MS Word
- MS Excel
- Adobe Photo Shop
- Coral Draw

## DECLARATION

I hereby acknowledge that the above information are all true and correct according to my knowledge and experience.

## EXPERIENCE

### **Light Vehicle Driving in Pakistan**

- 02 Year Experience as a Driver in Private Pakistan

### Responsibilities

- ❖ Carrying out vehicle maintenance checks.
- ❖ Delivering packages to customers in a timely manner.
- ❖ Picking up office purchases or other administrative needs.
- ❖ Utilizing navigation apps to find the most optimal route.
- ❖ Interacting with clients in professional conduct.
- ❖ Working at night and on weekends.
- ❖ Maintaining an organized travel schedule.
- ❖ Arranging for vehicle repairs when necessary.
- ❖ Driving a variety of vehicles, including motorbikes, cars, buses and trucks.

### **Nasser Al Najjar Typing Centre**

### **& Photocopy Al Satwa Dubai UAE.**

- 01 Year Experience as a Typing Center

### **Universal Composing in Pakistan**

- 3 Year Experience Composer.

### Responsibilities

- Labour Cancellation Apply
- Driving Licensing New and Renewal Apply
- All Dubia Vehicle Mulkya Renewal Apply
- Ministry of Interior Driving License icense New and Renewal Apply
- Pakistan Passport Renewal
- Other Countries Passport Renewal Appointment
- Create spreadsheets and presentations, combining various data from existing files
- Maintain physical and digital filing systems
- Scan and print files, as needed

### **SBM Pharmaceuticals in Pakistan**

- 02 Year Experience as a Warehouse Manager

### Responsibilities

- Constructing, packing, taping, labelling, palletizing products compliant with written procedures
- Inspecting packages for defects
- Maintaining a clean and orderly environment
- Performing tasks following GMP guidelines and procedures
- Cleaned and sterilized hopper according to SOP when necessary

*Hamza Akram*