



MUHAMMAD KASHIF KHAN

CONTACT

- Karachi, Pakistan
- +92 3002328441
- kashifkhanmashwani@gmail.com
- 09-09-1982
- Pakistani
- Valid Saudi and pakistan licence

SKILLS

- Safety regulations
- Clean driving record
- Accurate money handling
- Traffic patterns familiarity

LANGUAGES

English	A2
Elementary	
Urdu	B2
Upper intermediate	

PROFESSIONAL SUMMARY

Hardworking individual equipped to manage complex schedules and route planning. Frequently commended for high-level communication and problem-solving skills. Brings spotless driving record and knowledge of local safety regulations.

WORK HISTORY

CSC Officer Accountant 12/2019 - Current
Global industries and Medical Gases Limited - Karachi, Pakistan

- Defined and implemented organisational policies, rules and regulations.
- Planned and directed general operations to meet organizational goals.
- Maintained strict confidentiality through careful and correct storage of case documents, in line with internal policies.
- Attended public speaking events to deliver presentations.
- Kept sensitive intelligence safe and secure from unauthorised access.
- Responded quickly to emergency situations, leading calm and effective negotiations with suspects to diffuse highly charged situations.

Private Cab Service 03/2017 - 08/2019
Saudi self job - Jeddah, Saudi Arabia

- Utilised GPS navigation systems to optimise route planning.
- Arrived on time to customer appointments, maximising service efficiency.
- Delivered outstanding customer experiences with friendly and professional approach.
- Kept vehicles spotlessly clean and tidy for maximum customer comfort.

Safety Officer 01/2014 - 12/2014
Sino Hydro Limited - Karachi, Pakistan

- Organised toolbox talks and site safety meetings.
- Promoted responsible health and safety culture across departments.
- Regularly inspected facilities to ensure adherence to fire, hazard and safety guidelines.
- Investigated accidents and hazardous incidents to determine causes, making recommendations for corrective action.

EDUCATION

Hosted by HOISH
Managing safely - Institute of Occupational Safety, Karachi pakistan
Honours Society Member

Higher National Diploma: Awqaf validate hafiz e quran
Hafiz E Quran - Karachi, Pakistan

Higher National Diploma: Pakistan shipowners Govt college Pakistan
First Aid CPR AED - Karachi, Pakistan

Higher National Diploma
Diploma Peshawar Technical Board - Peshawar, Pakistan

Foundation Degree in Arts
Matric Board of secondry Education - Karachi, Karachi Pakistan

Foundation Degree in Arts
Board of Intermediate - Karachi, Pakistan