



RAFI UL HAQ

- Date of Birth: 01/01/1991
- Nationality: Pakistan
- Religion: Islam
- Gender: Male
- Marital Status: Married
- Place of Issue: Abu Dhabi
- Phone: +971 55 789 7747
- Email: rafiulhaq555@gmail.com
- Location: Abu Dhabi, UAE

DRIVING LICENSE INFORMATION

- License Type: Light Vehicle
- Date of Issue: 18/10/2011
- Date of Expiry: 13/10/2027
- Place of Issue: Abu Dhabi

OBJECTIVE

To contribute to a reputable organization by utilizing over a decade of extensive experience in driving, administration, and PRO services. I bring strong knowledge in staff transport, visa processing, and financial responsibilities, with a proven ability to adapt and deliver exceptional service in VIP and fast-paced environments.

WORK EXPERIENCE

2013 – Present

Local VIP Family – Abu Dhabi, UAE

Position: Driver / Administrative Support / PRO Assistant

- Safely transport family members and staff in luxury vehicles.
- Handle cash deposits and withdrawals at banks.
- Process visa cancellations, renewals, and residence applications.
- Arrange medical appointments and coordinate with embassies/labor departments.
- Act as a PRO for various documentation tasks and official procedures.
- Handle delivery of letters, packages, and official documents.
- Support in daily errands and scheduling.

2011 – 2013

AL BURJ INTERNATIONAL Maintenance L.L.C – Abu Dhabi, UAE

Position: Driver

- Transport staff between job sites and accommodation.
- Support logistics and basic document handling.

EDUCATION

Education Qualification

- 10th Passed

SKILLS

- Communication
- Time Management
- Motivated Attitude
- Teamwork
- Cash Handling
- Visa & Documentation Processes
- Public Relations (PRO) Services

LANGUAGE

- Arabic
- English
- Urdu

PASSPORT & VISA INFORMATION

- Passport No: AL6394833
- Date of Issue: 25/02/2025
- Date of Expiry: 25/02/2035
- Visa Status: Employment Visa

DECLARATION

I hereby declare that the facts provided above are true and correct to the best of my knowledge and belief.