

## Cab Driver

# ROBERT SMITH

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Address: 1737 Marshville Road,  
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## Objective

A Full-time position where I can utilize my previous experiences to provide customer service and promote company growth.

## Skills

Proficient in Microsoft Windows, Excel, Word, data entry, filing, typing, proper phone answering etiquette, filing and faxing.

## Work Experience

### Cab Driver

**ABC Corporation** - June 2010 – July 2012

- Establish routes to safely expedite personnel from point of pick-up to point of drop-off.
- Promote customer experience with friendly, polite, and courteous behavior to build customer relations and recommendations of my personal cab when requesting pick-up.
- Accustomed to working long hours with minimum amount of sleep to better the company.
- Supervisor Kuwait City, Kuwait 06/2009 to 05/2010 Secure the safety of American troops by performing inspections of personnel attempting to enter secure area.
- Inspect vehicles of any explosive devices and weapons which may cause harm to American troops.
- Interpret issues between foreign nationals and American commanders.
- Verify all Americans leaving secure area have all required documentation, equipment, and items.

### CAB DRIVER

**ABC Corporation** - 2007 - 2010

- 48203 Responsibilities Transported customers to city and suburban locations while following all safety regulations.
- Completed trip sheets and daily paperwork.
- Coordinated with office personnel and dispatchers.
- Thoroughly checked brakes controls and fuel levels before each shift.
- Ensured vehicle cleanliness at end of each shift.
- Displayed meter with current fare clearly to customers.
- Completed post-shift book balancing as needed..

## Education

Diploma - (Dallastown High School)