# Your Full Name

**Driver • Cleaner • Security Guard • Waiter — delete as needed**

Phone: +971 50 000 0000 | Email: your.name@email.com | Dubai, UAE

## OBJECTIVE

One or two lines: the job you want and what you bring. Example: Hard-working light vehicle driver with 3 years of UAE experience and a valid UAE driving licence, looking for a full-time driving role in Dubai. Available to join immediately.

## WORK EXPERIENCE

**Most Recent Job** | Company Name, Emirate | 2022 – Present

- Your main duty and what you did well.
- A second duty or achievement.

**Previous Job** | Company Name, Emirate | 2019 – 2022

- Your main duty and what you did well.

## LICENCES & CERTIFICATES

- UAE Driving Licence (Light Vehicle) — held since [year]. (Delete if not a driver.)
- SIRA Licence — valid until [date]. (Delete if not a security guard.)
- Food Safety / First Aid certificate, if you hold one.

## SKILLS

Keep this short and honest: safe driving, customer service, timekeeping, teamwork, basic English, cash handling.

## EDUCATION

High School — School Name, Country — Year

## LANGUAGES

English (Conversational) • Hindi / Urdu (Fluent) • Arabic (Basic)

## VISA STATUS

Visit visa / Employment visa / Cancelled visa — valid until [date].

*References available on request.*