

# Ali Al-Rebh

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## Objective

Looking for a challenging job where I can use my skills and experience to help a company grow and improve, while also developing my own abilities.

## Professional Experience

### Store Keeper supervisor

PSIC Petron Saudi Industrial Company  
Kubota Saudi Arabia, Dammam, SA.

Jul 2024- **Present**  
Jul 2013- 2024

- Record details of raw materials in the company using Orion ERP and DELTA Stock control systems.
- Register the quantity of inventory and track consumption days each month using Excel sheets.
- Calculate the duration of consumption and identify future raw material application days through a timetable.
- Issue daily invoices for the quantity of materials consumed.
- Conduct monthly business inventory of goods.
- Receive raw materials upon arrival at the warehouse, ensuring health and safety, and then issue an invoice for the quantity.
- Mark goods to indicate the expiry date and time of receipt.
- Coordinate and develop a time-bound plan for the use of materials.
- Receive shipments upon arrival at the warehouse, ensuring the quantity aligns with the bill, and permit entry into the warehouse.

### Store Keeper

USG MIDDEL EAST, Dammam, SA.

Aug 2009- Jul 2013

- Receiving and issuing raw materials.
- Monthly inventory checks.
- Calculating the quantity required in the future in Excel sheets.
- Registering materials in the EMIS program.

### Sales

Zain, Dammam, SA.

Jun 2009 – Aug 2008

- Skilled in providing great customer service with strong communication and problem-solving abilities in a busy call center.
- Experienced in handling various customer inquiries, resolving issues promptly, and consistently meeting performance goals for a positive customer experience.

## Personal and Computer Skills

- |                    |                        |
|--------------------|------------------------|
| • Microsoft Excel  | • PowerPoint           |
| • Microsoft Word   | • Forklift license     |
| • Microsoft Access | • Communication Skills |

## Education

### ABHA CHAMBER, MEC For Consultation & Training

MAY 2024

- Diploma in Logistics Management, Materials & Procurement

### Arab Open University, Dammam, SA

May 2007

- completed English Intensive (EL099)