



## CAREER OBJECTIVES

Building a long-term career full of success. Being efficient and creative employee at solving problems faced in task at work environment. Seeking for challenges and accepting responsibilities that is assigned to the position

## EDUCATIONAL QUALIFICATIONS

Sep 2019 – Aug 2022

**Associate Degree in Supply Chain Management, Imam Abdulrahman bin Faisal University (IAU)**

## WORK EXPERIENCE

Jan 2023 – present

### **Procurement officer:**

United catering by DAMAC, Khobar

- Procurement procedures and follow-up of material delivery
- Offer evaluation and supplier selection
- Conduct basic negotiations

oct 2021- sep2022

### **sales consultant:**

ltech pro, Khobar

- Promoting Life Smart for smart devices
- Increasing the market share by switching customers' choice

Jan 2021 – Jan2021

### **Co-op experience:**

King Fahad University Hospital, at Department of Medical Suppliers and Small Devices

- Supervising medical department by proceeding requests
- Contacting suppliers to supply us with unavailable products and fast-moving products
- Checking defected products to check validity of usage

## CERTIFICATES

- "create and prepare reports using excel " from **RDC**
- " inventory management , forecasting and demand planning " from **ECS**
- " Supply chain management " from **Monsha'at**

## SKILLS

- Microsoft office skills
- Fast learning
- Multi-tasking
- Familiarity with latest technology
- Leading and managing teams