

Personal

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Languages

English



Work experience

- Call Center Agent** Jan 2017 - Jan 2020
Smart link Company, Dammam
Citizen Account Program Customer Service .Answering Inquiries and Solving Problems
- Customer Service** Apr 2022 - Sep 2023
Spectrum projects Foundation, Dammam
Reservations, complaints and daily reports
- Customer Relationship** Oct 2023 - Present
Budget Rent A Car, Dammam
Reservations and complaints management and data analysis

Education and Qualifications

Business management
King Fisal Unversity

Skills

Solve problems	● ● ● ● ● ●
Learning speed	● ● ● ● ● ●
Microsoft Office	● ● ● ● ● ●
Withstand work pressure	● ● ● ● ● ●
Work with the team	● ● ● ● ● ●
communication	● ● ● ● ● ●
leadership	● ● ● ● ● ●

Courses

- Cambridge International
- Public relations
- Time management
- Preparing reports
- Recruitment and selection
- Advanced customer service
- Procurement planning