

AL WALEED ABDULLAH AL FARAJ

Dhahran
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PROFESSIONAL SUMMARY

Dynamic professional with drive for operations management. Skilled in process improvement and regulatory compliance. Good opportunity to apply skills and gain experience as Engineer. Results-focused sales and marketing leader ambitious to drive substantial revenue and profits through proactive strategies. Brings multifaceted approach involving competitor research, innovative promotional strategies and continuous optimization to exceed expectations. Continuously seeks out opportunities in market gaps and customer trends. I have experience in logistics and supply chain management, have an eye for detail and strong organizational skills in procurement tasks. I excel at building relationships with vendors and stakeholders, ensuring smooth and efficient procurement processes. I am adaptable and a quick learner, excelling at managing multiple priorities and solving problems in dynamic environments. Ready to contribute to effective procurement strategies and support business objectives.

WORK HISTORY

CHEMIST | 02/2025 - Current

Alhammad CO, Saudi Aramco - Khobar, Eastern Province

- Achieved improved laboratory safety by implementing rigorous chemical handling procedures.
- Managing all chemical inventory in the building.
- Receiving and sending chemicals.
- Managed waste disposal responsibly promoting an eco-friendly work environment.
- Managed waste disposal systems, ensuring a clean and healthy environment.
- Conducting weekly, monthly and annual reports on safety and chemical regulations.
- Performing the roles of an employee of the Saudi Aramco Company to the fullest extent

SALES SPECIALIST & PROCUREMENT & MARKETING | 05/2024 - 02/2025

Makhavi Company - Khobar

- Coordinated with supply chain team to ensure timely delivery of products to customers.
- Created fresh, engaging and compelling copy for marketing and promotions.
- Monitored competitor activity, adapting strategies to maintain competitive advantage and market leadership.
- Facilitated focus groups and surveys to gather customer insights, shaping product development and marketing strategies.
- Analysed current strategies for strengths and weaknesses and adjusted approaches to maintain sales trajectory.
- Evaluated supplier quotations and conducted comparisons to leverage and deliver on budgets.
- Built strong relationships with suppliers to optimise performance and guarantee contract deliverables.
- Obtained optimal sales and contract conditions for best possible deals.

WATER TREATMENT TECHNICIAN | 01/2023 - 04/2024

Specialized Medical Center - Riyadh

- Kept plant operational with routine maintenance checks and repairs
- Regulated water treatment and distribution processes in line with established requirements
- Collected water and samples for analysis
- Conducted intensive safety audits and investigated reported issues, accidents and near-misses

STORE MANAGER | 07/2019 - 12/2022

Tommy Hilfiger & Calvin Klein - Apparel Group - Khobar

- Increased customer sales conversions through strategic staff performance incentives
- Maintained and imparted outstanding product knowledge, enhancing staff capabilities and customer satisfaction
- Closely monitored stock levels, effectively managing inventories and logistics to maximise sales potential

- Assessed instructional effectiveness, employing data collation and analysis to determine impact of training on store KPIs
- Expertly managed staff logistics and day-to-day store operations for optimised financial efficiency

RETAILER | 05/2018 - 08/2018

New Look - Land Mark - Khobar

- Used active listening and relationship-building techniques to assess customer needs and deliver viable solutions

ADMINISTRATIVE ASSISTANT | 12/2015 - 07/2016

New Boy - Dammam

- Maintained detailed administration and office procedures to improve accuracy and efficiency
- Wrote reports and correspondence from dictation and handwritten notes

ADMINISTRATIVE ASSISTANT | 03/2015 - 05/2015

Hamaiah - Dhahran

- Wrote reports and correspondence from dictation and handwritten notes
- Managed incoming and outgoing calls for busy office

SKILLS

- Documentation skills
- Microsoft office skills
- Training and development
- File and records management
- Sales strategy familiarity
- Project scheduling
- KPI Performance
- Office supply management
- Business administration
- Product knowledge depth
- Cost modelling techniques
- Customs regulations knowledge
- Waste disposal legislation understanding
- Waste disposal practices
- Logistics analytics
- Inventory control expertise
- Resource allocation decision-making
- Materials requirement planning
- Shipping and distribution procedures
- Data analysis capability

EDUCATION

Technical College - Eastern Province | Bachelor

CHEMICAL PRODUCTION

30 hours left for the chemical engineering

CERTIFICATIONS

- Risk and Crisis Management, 40 hours, 08/22/23, 08/28/23
- Organizing the fifth sports tournament for people with disabilities, 05/2023
- E-commerce and marketing skills, 11/2022
- Introduction into (PMP), 12/2020
- Strategic thinking, 05/2020
- Organization in the Eastern season, 03/2019
- Creative thinking skills, 10 hours, 03/2018
- Member of the faculty exhibition for general education student, 03/2018
- Certificate of thanks for the success of the 'Dhahran Technique' exhibition, 03/2018
- Passing advance mobile maintenance, 150 hours, 12/2016, 01/2017
- English language level LL and LLL, Al Bassam institute, 10/2016, 11/2016
- Public Relation Skills, 06/2024
- Auditing and Data Analysis, 05/2024, 06/2024

ACCOMPLISHMENTS

- Highest sales achiever in the month of JULY 2022 - SK
- Highest sales in month of AUG 2022.
- Pre-Store Manager Development Program - Skechers 01/2023
- For exemplary performance during Ramadan seasonal Sale period in year 2023.
- National Protection Officer (NPO).
- Best Exhibition of the Year (Three times)
- Best Employee of the Month (Six times)

LANGUAGES

English

Fluent

Arabic

Native