

Sultan Eltanani

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Career Goal

I strive to work in an advanced facility where I can employ my skills and experience to achieve and develop the goals of the organization. I always strive for continuous development and improvement of my performance, and to be an active member of the team. I look forward to contributing to the achievement of the organization's goals efficiently and professionally, as I have excellent technical skills in marketing, sales, and public relations management.. In addition, I possess strong interpersonal skills such as creative problem-solving, time management, creativity and innovation in teamwork, which contribute to the success and continuous progress of the organization.

Work Experience

Raic Company | Saudi Arabia

Sales & Marketing Specialist | December 2024 – July 2025.

- Promote RAYC's products and services to potential customers, while effectively communicating value propositions to increase sales.
- Conduct thorough market research to identify emerging trends, customer needs, and new sales opportunities.
- Maintain strong relationships with existing customers through continuous follow-up, outstanding customer service, and customized solutions.
- Prepare and present sales presentations and product demonstrations in an engaging manner that promotes understanding and interest.

Strong Motors | Saudi Arabia

Sales & Marketing Representative | April 2024 – December 2024.

- Promoting and selling cars to potential customers, which contributed to increased sales revenue.
- Build ongoing relationships with customers to ensure their satisfaction and loyalty.
- Conduct market research to discover new selling opportunities and learn about market trends.
- Organizing and participating in events and promotional campaigns.

Ministry of Transport and Logistics | Saudi Arabia

Computer Technical Support and Data Entry Trainee Cooperative Training | December 2023 – February 2024.

- Accurately enter data related to transport and logistics within the Ministry's databases.
- Provide technical support to employees, and resolve hardware, software, and network issues quickly and efficiently.
- Maintain and update IT devices, and ensure the security and efficiency of systems.
- Contribute to the implementation and maintenance of technical policies and procedures

Hyundai | Saudi Arabia

Automotive Mechanics Technician Trainee Cooperative Training | June 2021 – August 2021.

- Diagnosing and repairing engine and transmission failures in vehicles.
- Perform regular maintenance and technical inspection of Hyundai vehicles.
- Replace damaged parts such as brakes, filters, and belts.
- Test vehicles after repair to ensure safe operation.

education

Al-Baha University | Saudi Arabia

Bachelor's Degree in Business Administration – Management Information Systems (MIS) | September 2019 – March 2024.

Technical and Vocational Training Corporation | Saudi Arabia

Diploma in Mechanical Technology – Engines & Vehicles | September 2018 – August 2021.

Certifications and Courses

- Certificate of Completion of Leadership Qualification | Saudi Arabian Scouts Association | January 2024.
- Effective Communication Skills | Technical and Vocational Training Corporation | November 2022.
- Project Management Professional (PMP) | Technical and Vocational Training Corporation | November 2020.
- Preparation and Training of Trainers | Technical and Vocational Training Corporation | October 2020.
- Occupational Safety and Health (OSHA) and Ensuring a Work Environment in accordance with American Standards | Technical and Vocational Training Corporation | March 2020.
- Fundamentals: Data, Data Everywhere | Google.

Volunteer

- Volunteer | Registered on the Saudi Ministry of Labor platform.

Skills

Solid Skills:

- Business Development.
- Business Administration.
- E-marketing.
- Selling.
- Information Technology.
- Mechanical troubleshooting.
- Use Microsoft Office.
- Setting up initial bank accounts for customers.

❖ Personal Skills:

- Communication skills.
- Solve problems creatively.
- Adaptability and flexibility.
- Teamwork.
- Creativity and innovation.
- Manage priorities and time.
- Attention to detail.
- Ways to find reliable and official data.

Languages

- Arabic.
- English.