

C.V



Dear Manager,

It is honor to present my C.V. to you and I hope that is satisfying your requirements.

1- Personal Identity:

Name : Muhammed Shahat Abdel Mutagly Ahmad.
Nationality : Egyptian.
Date of Birth : 10 / 02 / 1985

Marital status : Married
Address : Dammam.
Mobile Phone : 055 6 75 99 75
E-mail : mohammed_arts@yahoo.com
Linked In : www.linkedin.com/in/mohammed-shahat-2aa450142

2 – Qualifications:

University : South Valley University
College : Faculty of Arts.
Major : English Dept.
Degree : Bachelor's Degree.
Graduate's Year : May 2006.

3 – Skills:

- * Using computer and its programs such as Microsoft Office proficiently.
- * A literacy Internet works.
- * Writing and speaking English fluency.
- * I have lateral thinking, English language fluency, customer service orientation, and highly proficient verbal and written communication skills.
- * Ability to work individual or in a team.
- * Good conceptual and analytical thought.
- * Able to work under pressure and different circumstances, accepting new experiences.
- * Easily communicating with partners and colleagues
- * A role as a Translator, teaching, custom clearance, Sea & Air Port Freight analyst where I can implement comprehensive understanding of Customs, ports, Logistics and data with the goal to support the organization policies, product growth, and become a reliable employee who is able to make sure all assignments are completed before or on deadlines, and specializes in communicating and presenting ideas.

4 – Experience:

Chief and Translation supervisor at Ebhaar Intl Co, starting in April 2008 and ending in April 2017. About ten years' experience of customs consulting affairs, custom clearance, and finding solutions for import and export stuff. Literacy of Saudi customs rules and regulations of sea, land and air ports. Complete knowledge and dealing with custom tariff (H.S codes). Using the EDI system (FASAH Gate) by entering the data of the shipments' documents professionally

Successfully, I passed the course of CPR (Public Relations), training by Vision Telecom Co from 15/03/2007 to 15/03/2007.

I passed the course of TOEFL by the Center of Languages of South Valley University in Egypt.

5 - *Personal qualities*

- **Influence:** makes an impact; convinces and persuades others; promotes plans and ideas successfully
- **Systematic Approach:** uses a methodical and systematic approach; plans ahead, defines clear priorities and allocates resources effectively
- **Constructive Teamwork:** co-operates well with others; shares knowledge, experience and information; supports others in the pursuit of team goals
- **Initiative & Responsibility:** acts on own initiative, makes things happen and accepts responsibility for the results
- **Effective Communication:** communicates in a clear, precise and structured way; speaks with authority and conviction; presents effectively
- **Constructive Teamwork:** co-operates well with others; shares knowledge, experience and information; supports others in the pursuit of team goals

6 – Comments:

I seek a role as a Translator, teaching, custom clearance, analyst, sea and air port freight, where I can implement comprehensive understanding of Customs, ports, Logistics and data with the goal to support the organization policies, product growth, and become a reliable employee who is able to make sure all assignments are completed before or on deadlines, and specializes in communicating and presenting ideas.

I have filled up with a great energy which needs to be used in a useful and valuable work. So, I send you and applying to your company to you using this energy and my qualifications in the progressing of the company and I will have the opportunity that I can share this progression.

Thank you and I wish to join your successful team