

ANAS ABDULRAHMAN LAFI ALHARBI

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Location : Makkah, Al-Nouriyah District

OBJECTIVE

I seek to develop my skills in the scientific, practical fields, and progress the work organization to the utmost degree of flourishing and to be part of the organization and supporting it through applying what I know of professional skills and knowledge.

EDUCATION

● Bachelor's in Business Administration | 2024

Umm Al-Qura University

EXPERIENCE

● Cashier at Tamayouz Al-Arabi Restaurant | 2022 - Present

- Managing daily financial transactions at the point of sale.
- Processing customer payments accurately and efficiently.
- Preparing financial reports to maintain transaction transparency.

● Reception and Accommodation Officer at Hajj Season | 8 years

- Welcoming and guiding pilgrims while providing logistical support.
- Coordinating accommodation arrangements and ensuring their comfort.
- Handling inquiries and resolving issues for a seamless experience.

● Sales Assistant at Atmar Store | 1 year

- Assisting customers in selecting products and offering recommendations.
- Managing inventory and organizing store displays.
- Handling payments and ensuring a smooth shopping experience.

COURSES

- Product Pricing Strategies
- Business Analysis and Investment Opportunities for Startups

SKILLS

PERSONAL SKILLS:

- Innovation and problem-solving
- Focus and work organization
- Strong communication skills
- Time management
- Strategic decision-making
- Ability to work under pressure

TECHNICAL SKILLS:

- Proficiency in computers and Microsoft programs
- Financial operations and accounting management
- Financial reporting and data analysis
- Accounting software proficiency
- Pricing and inventory management
- Operational efficiency improvement

LANGUAGES

Arabic

English