

Mahna Hadi Al-Samdani - CV

Jeddah, Saudi Arabia

Phone: 0582835002

Email: memo05014@gmail.com

Professional Summary

Experienced supervisor and cashier with a solid background in overseeing daily operations and customer interaction. Proficient in using computers and Microsoft applications. Capable of working under pressure and contributing to team success.

Work Experience

Mumayazat Al-Ibda' Trading & Contracting Co.

Supervisor (2021 - 2024)

- Supervised work operations and ensured adherence to standards.
- Monitored daily tasks and provided reports to management.
- Coordinated with teams to ensure objectives were met.

Karam Al-Khaleej

Cashier (2021 - 2024)

- Handled daily cash transactions and accounting.
- Provided customer service and ensured accurate financial processes.
- Maintained and submitted accounting reports to management.

Education

High School Diploma - Graduated in 2018

Skills

- Proficient in using computers and Microsoft applications.
- Ability to work under pressure and manage multiple tasks.
- Strong communication skills with customers and problem-solving abilities.
- Teamwork and collaboration.
- Time management and prioritization.
- Supervision, monitoring, and quality assurance.
- Customer service and relationship building.

Languages

- Arabic: Native
- English: Good