# **AHMAD BARKOOT** Saudi □ 0546292626 **4** 04-1993 **ූ** male **KSA,Riyadh** barkootahmad@gmail.com **PROFILE** A highly organized and hard-working individual looking for a responsible position to gain practical experience in any field in my Specialization . **EDUCATION** → 05-2018 King Khalid University Bachelor's degree in Computer Since **EXPERIENCE** 03-2019 → 02-2020 **ALDAR FACTORY** CEO Contributed to development of production mechanism.

## 02-2018 **→** 03-2019 ALDAR FACTORY

Sales manager and Construction director

- Increase sales by finding new sales outlets .
- I have established and contracted more than 11 stores for the company.

### 05-2017 → 02-2018 ALDAR FACTORY

Director HR and Purchases Manager

- I have trained many people to work and raise their efficiency at work.
- I raised the company's income by searching for the best prices in the local and regional markets .

Reduce the cost by transformed the company business into machines rather than manual labor .

## 01-2017 → 04-2017 ALDAR FACTORY

**Customers Service** 

- Coordination between customers and sales within the company .
- Receive customer complaints through social media and contribute to improving service quality.

### 01-2012 → 03-2012 IZAFCO FACTORY

Packing area supervisor

## PERSONAL SKILLS

- ✓ Excellent in English
- ✓ Basic JAVA skill
- ✓ Microsoft office program
- ✓ Networking, negotiating, and problem-solving skills
- ✓ Excellent conceptual and analytical skills

### TRAINING COURSES

- level 3 course at English place academy
- Executive Planning (Institute of Public Administration)
- Human Resources Planning (Institute of Public Administration)
- Problem Solving and Decision Making (Institute of Public Administration)
- skills dealing with work pressures (Institute of Public Administration)