



Ahmed I H Abushawareb

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Nationality: Palestinian
Date of Birth: 18/09/1995

EXPERIENCE

TECHPLACE

Riyadh-Saudi Arabia

2020 – 2022

- **Operation coordinator**

TASKS:

- Communicating with upper management to develop strategic operations goals.
- Developing strategic long-range plans to achieve strategic objectives.
- Develop, implement, and maintain quality assurance protocols
- Creating and managing the organization's fiscal operating and capital budget and expenses.
- Monitoring operational performance of both internal and external service providers.
- Monitoring facility condition and environmental performance and recommending or approving funding levels and spending plans.
- Providing a workplace setting that is conducive to productive work.
- Monitoring customer satisfaction.
- Monitoring performance metrics.
- Receiving and responding to approvals and notifications.
- Examine financial data and use them to improve profitability
- Recruit, train and supervise staff
- Find ways to increase quality of customer service

TAI THOUG IMPERIAL CHINA.

Johor Bahru-Malaysia

2015 – 2018

- **Customer Service (Part time)**

Tasks:

- Front end cashier/cash handling.
- Preparing the cash flow chart and the financial calculation for the total income (weekly, monthly, yearly)
- Staff leader.

ALWATANIA ADVERTISING COMPANY

Riyadh-Saudi Arabia

2012 – 2014

- **Marketing Executive**

Tasks:

- Basic client relations & communications.
- Direct marketing to the client (Product presentation).
- Planning Target customer's.
- Responsible of distributing products according to supply and demand.

EDUCATION

- **(AOU) Arab Open University** 2020 – Present
 - Bachelor of Computer science engineering
- **(UTM) University of Technology Malaysia** 2015 – 2018
 - Mechanical engineering program

TECHNICAL & FUNCTION SKILLS

- Social Media Skills.
- Solid work software of engineering designs programs.
- C programming language.
- C# programming language.
- Java programming language.
- Microsoft office programs proficiency.
- Maintenance proficiency of Hardware & Software.
- Windows, Mac OS.

SOFT SKILLS

- Time management.
- Excellent communication skills.
- Negotiation skills.
- Marketing & Advertising skills.
- Relationship building skills.
- Experience budgeting and forecasting.
- Leadership ability.
- Outstanding organizational skills.
- Harnessing efforts of accomplish the work perfectly.
- Familiarity with business and financial principles.

COURSES & CERTIFECATES

UDEMY Courses

- Computer science maintenance Hardware and Software. 2020
- Marketing analytics & retail business management. 2020
- Banking & Finance. 2020
- Public speaking. 2020

ORACLE Courses

- OCI Foundation Associate 2021

BRITISH COUNCIL CAMBRIDGE

- ILETS English language (5.5 score) 2015

LANGUAGES

- Arabic (native)
- English (Professional working proficiency)
- Malay (Elementary proficiency)

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