

Muntader A.Jalil Ahmed

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House No. 1250 , Flat No. 1 , Road No. 847, Block No. 408

RESUME



PERSONAL STATEMENT

A sales position leading to higher management where my administrative, technical and interpersonal skills will be used to maximise sales and promote good customer relations.

WORK EXPERIENCE

Product , photographer and designer

Travel company – sanabis – Alshamtoot

Office 17552294

Salesman

Vape shop – Juffair – Gulf vape

Manager : Mahmmod 36253339

Vape shop – Juffair – Vape in Bahrain

Manager : Mohammed 36222203

Responsibilities:

- Provide good assistance to the employees by helping them with their needs.
- Preparing the employees' documents to be ready for use before their present.
- Taking the attendance of the employees and the visitors.

EDUCATION

English Language Proficiency,

Secondary School Certificate, 2013 – 2016

Nuaim School Certificate

SKILLS AND LANGUAGE KNOWN:

- English language (reading – writing – speaking) - Good
- Arabic language (reading – writing – speaking) - Excellent
- Computer skills (Microsoft Office word, Excel...etc.)
- A Photographer (Editing photos using Photoshop)
- Good in a team work

PERSONAL INTERESTS

- Photography
- Helping people