

# ABDULELAH AHMED YAHYA A L T H U Q B I



## CARRIER OBJECTIVE

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

## PROFESSIONAL EXPERIENCE

Computer Network Technician at MA'ADEN AMMONIA-III PROJECT

Oct 2019~Mar 2022

DLSA SAUDI ARABIA CO., LTD. (formerly DAELIM), Ras Al-Khair

- ❖ Install appropriate software and functions according to specifications and needs.
- ❖ Develop and maintain internal networks in ways to improve performance.
- ❖ Set up workstations using computers and necessary devices such as (routers, printers, etc.).

TOURIST CAR RENTAL CLERK at HERTZ CAR RENTAL

Mar 2019~Jun 2019

- ❖ Data Entry & Contracts Writing.
- ❖ Printing Contracts & Identification documents.
- ❖ Maintaining Records & forwarding emails.
- ❖ Dealing with Clients.

SALES REPRESENTATIVE at HORIZON GEN. CONT. EST.

May 2016~Mar 2018

- ❖ Meeting with clients virtually or during sales visit.
- ❖ Notifying customers about special sales & new cargo shipments.
- ❖ Preserving accurate records of Individual customers.
- ❖ Reviewing sales performance.

GENERAL RECEPTIONIST at QANBAR DYWIDAG CO.

Nov 2014~Jan 2015

- ❖ Conducting Tours of Manufacturing Facilities & Site Operations.
- ❖ Assists visitors by greeting & directing them appropriately.
- ❖ Contributes to team effort by accomplishing related results as needed.
- ❖ Answering screening and forwarding incoming phone calls.

## CONTACT

☎ (+966) 551-410-271

✉ [abdulilahthuqbi@gmail.com](mailto:abdulilahthuqbi@gmail.com)

## PERSONAL

Birthday : 04-Jul-1996

Relationship : Single

Nationality : Saudi

Language : Arabic, English

## EDUCATION

Diploma in Information Technology

Jubail Technical Institute (GPA: 3.07/4)

May 2017

## SKILLS

Self-confidence

Flexibility

Creative Thinking

Networking Skills

### COURSEWORK

PC ESSENTIAL

PC HARDWARE

NETWORK TECH

NETWORK +