

PERSONAL INFORMATION

Name	FARAH IYAD MUSTAFA MUHMOUD
Nationality	Jordanian
Address	Amman, Jordan
Date of Birth	March 4, 2001
Phone	+962 790322873
Marital Status	Single
Email	Farahmhamoud43@gamil.com
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CAREER OBJECTIVE

Motivated direct sales professional with one year of experience in promoting and selling Viber services to customers. Proven track record of exceeding sales targets, fostering long-term customer relationships, and driving consistent revenue growth. Holds a Bachelor's degree in Business Economics and seeks to contribute strong communication and sales skills to a dynamic and growth-oriented organization.

EDUCATION

The University of Jordan | Bachelor's degree in Business economy

Grade: Good | Graduation Year: 2023 | Faculty of Business

CAREER HISTORY

- **Sales Trainee - Arabia Connect – 3-month training**
 - Conducted outbound sales calls to promote products and services.
 - Gained hands-on experience in tele sales and customer communication.
- **Sales Executive - Romex Dubai – Authorized Apple Products Reseller– 3 months**
 - Promoted and sold Apple products to individual and corporate clients.
 - Provided excellent customer service and technical product knowledge.
 - Assisted in store operations and achieving monthly sales targets.
- **Account Manager – B2B Sales - Zain Jordan**
 - Managed business client accounts, delivering tailored telecom solutions.
 - Built and maintained strong relationships with corporate customers.
 - Contributed to achieving sales targets and improving customer satisfaction.
- **Field Sales Representative – B2C - Umniah (Jordanian Mobile Network)**
 - Engaged in direct field sales to individual customers.
 - Promoted mobile services and handled customer inquiries in-person.
 - Achieved daily and monthly sales goals consistently.
- **Finance Department Trainee - Dar Al-Dawa**
 - Completed training in the Finance Department, assisting with financial records and documentation.
 - Gained foundational knowledge in accounting procedures and office operations.

TRAINING COURSES

- ICDL | EDRAAK CENTER.
- Introduction to Human Resource Management | EDRAAK CENTER.

KEY SKILLS & COMPETENCIES

- Strong customer relationship skills
- Proven sales target achievement
- Effective business communication
- Time management and problem-solving.
- Flexibility, Collaborative Learning, and Teamwork.
- Responsibility and Work under pressure.
- Negotiation skills

COMPUTER SKILLS

- **Experienced with Microsoft Office Suite and Google Workspace:** Skilled in utilizing tools such as Word, Excel, PowerPoint, and Google Docs, Sheets, and Slides for various administrative and collaborative tasks.
- **Data Entry and Analysis:** Strong data entry skills with attention to detail and accuracy. Proficient in conducting data analysis and research using various search engines and data management tools.
- **Email, Calendar, Social Media Management, and Digital Marketing:** Competent in handling professional communication, scheduling, and social media campaigns. Knowledgeable in digital marketing.

LANGUAGES

- Arabic: Mother Tongue.
- English: (Speaking: Good, Reading: Good, Writing: Good).

REFERENCES

- Available upon request.