

# Asrar Hassan

## Personal Profile

Motivated person working effectively and productively I'm seeking a challenging position with my skills in providing excellent customer support, solving problems, communicating with the customer.

Also successful leader and can train and mentor employees.

## About me



**Eastern Province, Saudi Arabia**



**Phone:**

+966 556334961



**Email:**

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## Skills

### Languages:

- Arabic (Native speaker)
- English (Excellent)
- Korean (Medium: can read & write)

### Others:

- Computer skills:
  - Able to use the Microsoft office (Word, Excel and PowerPoints)
  - Using adobe programs such as Photoshop and illustrator
- Customer service
- Leadership
- Communication skills
- Problem solving ability

## Career Summary

### Customer Relation Representative

Altamimi Global for service and Maintenance  
(Aramco Contractor) Aramco Avation 2020 - Sep 2021

- Communicate with customer (Aramco)
- Assist with invoicing team
- Keep records and account files
- Maintain a good relationship with customer
- Negotiate and handle complains and problems

### Shift Supervisaor

Starbucks  
Almouasat Hospital Khobar 2019

- Arranging shift schedules
- Assign tasks to employees
- Opening & Closing shifts
- Making sure customer is satisfied with the service
- Mentor employees

### Barista

Starbucks  
Ithra Aramco Energy exhibit 2018  
Shatae Hokair Time - Dammam 2019

- Serving customers
- Arrange displays and food

### Sale Associate

Alshaya trading company  
3 Months training

## Educational Training

- Highfield Level 3 Award in Food Safety for Catering (RQF) by BEMCON - 2021
- Shift Supervisor training program by Alshaya Trading company 2019
- Person in Charge level 2 by Alshaya Trading company 2018
- Basic Food Saftey by Alshaya Trading company 2018
- Computer Skills course by Doroob 2017.
- KFUPM English summer program for girls Advanced Level - 2012.

### High School Certification 2012