AmerYahya Othman



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**EDUCATIONAL BACKGROUND:**

Graduated from Business College Economic Department

Damascus University

**WORK EXPERIENCES:**

**2012 till 2020**

Sales Consultant in and now sales supervisor in GEELY Agency,Dammam, Saudi Arabia

 **2009 to 2012**

 **Sales Supervisor in (MERCEDES) agency, Damascus, Syria**

* Receiving important customers and finding out the type of car they need, then explaining the Specificationsof these cars then completing the sale.
* Meeting to discuss the monthly quota for the sales.
* Registering (weekly and monthly) reports for sales and discussing with management.
* Discussing the problems facing the sales men with customers and working to solve them.

 **2007 to 2009**

 **Sales man in (HYUNDAI) agency, Dammam, Saudi Arabia**

* Receiving customers and finding out the type of car they need, then explaining the
* Specifications of these cars then completing the sale.
* Putting names and numbers of important customers to communicate with them regularly.

 **Director of processing prior to delivery (PDI)**

* Ordering the sold cars from the warehouse.
* Receiving required cars and entering it into the service center for examination.
* Having the cars cleaned and processing them.
* Delivery of the car to the customer and explaining its specifications them.

 **2002 to 2007**

 **Salesman in (Aiwa, Sony, & Kenwood Agency), Hama, Syria**

* Receiving customers and explaining the specifications of hardware
* Putting the devices in the agency by species and according to their Importance
* Working to increase sales of the Agency's electronic devices and gaining the trust of customers

**Sales representative in the SyrianVideo Center**

* Advertising & Promoting activities for Syrian Video center in HAMA, ALEPPO, LATTAKIA, TARTOUS, & BANIAS
* Visiting the CD shops in the provinces to provide them with products of center
* Expanding the sales of center in the provinces

**TRAINING**

* 2010 advanced courses in (Banking, insurance, financial markets)
* 2009 Studies for preparation of TOEFL
* 2005Certificate from the Chamber of Commerce Hama in (developing companies in the highly competitive market)
* 2005 Certificate from the Chamber of Commerce Hama in the marketing ( the marketing mix and strategy analysis)
* 2005 Certificate from the Chamber of Commerce of Hama in the marketing (Research and Marketing Planning)
* 2004 Studies at the Institute of Sidra Marketing and Advertising

**PERSONAL BACKGROUND**

Gender : Male

Nationality : Syrian

Date of Birth : January 01, 1978

Place of Birth : Hama City

Civil Status : Married

Religion : Islam

Military Service: Finished

**PERSONAL QUALITIES**

* Professional in customer service
* Dedication and very good in planning and organizing skills
* Hard working and excellent in working as a team member
* A pleasant personalitywith good communication skills
* Able to work at intervals
* Non smoker

**SKILLS**

* Work on: Windows operating system full Microsoft Office programs,Internet Software
* Language: Arab / English (reading - writing - a conversation)

**AVOCATION**

* Football
* Read
* Internet
* Travel

 I hereby certify that the above information are true and correct to the best of my knowledge and belief.

 AmerYahya Othman