

# Jaffar Alntaif

Business Administration

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Eastern Province, Saudi Arabic

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Motivated and Innovative Proactive and personable aspiring individual who is looking for an opportunity to join an organization and gain experience. What you will find in me is, a hardworking, enthusiastic, and so devoted individual who is ready to relocate and give the job what it deserves by giving it my full focus.

## WORK EXPERIENCE

### Fulfillment Associate

Amazon

11/2020 - 03/2021

Toronto, Canada

#### Achievements/Tasks

- Receiving and processing incoming stock and materials, picking and filling orders from stock, overseeing the packing and shipping of orders, and /or managing, retrieving, and organizing stock.

Contact : Amazon - 2069220880

### Maintenance Supervisor

Next Car4u

09/2018 - 08/2020

st.Catharines, Canada

#### Achievements/Tasks

- Assigning tasks to the workers, diagnosis cars for customers, answering phone calls, dealing with paperwork, selling used cars bought from the auction, fix cars and teach workers the proper to do the thing, and more tasks if necessary.

Contact : Tawab - 2892419999

### Laborer

Temporary Personnel Solution

04/2017 - 07/2017

St.Catharines, Canada

TPS is a third party agency that look and find temporary employees for companies and it may cause for a long term hiring.

#### Achievements/Tasks

- Paint recycling company, Wayne Gretzky Estates.

## EDUCATION

**Bachelors degree of Business Administration,  
International Commerce and Global Development**  
Niagara College/Canada

09/2015 - 06/2020

Ontario, Canada

**The Associates degree of Computer Technology,  
Technical Support**  
College of Technology/Saudi Arabia

01/2010 - 07/2012

Eastern Province, Saudi Arabia

## SKILLS

Corporate Logistics

Collaborative

Time Management

Microsoft Office

Negotiation

Conflict Resolution Skills

Critical thinking

Skilled MEediator

Quick Adaptability and Resilience

## COURSES TAKEN

- ★ Fundamentals of Electronic Retail and Supply Chain
- ★ Introduction to Human Resources Functions
- ★ Salary Negotiation Techniques
- ★ E - Commerce: Supply Chain
- ★ Human Resource Management
- ★ Customer Service

## INTERESTS

Video Games

Swimming

Watching Animes

Cars detailing

Mindfulness

## LANGUAGES

English

Full Professional Proficiency

Arabic

Native or Bilingual Proficiency