**Anas Sallum Aldabas**

**Mobile Number:** 00966-559204441 **Email:** a.aldabas@live.com

**Date of Birth:** 29/12/1985 **Marital Status:** Single

**OBJECTIVE**

I am a motivated, enthusiastic individual who is calm and confident under pressure. I have the ability to be supportive in a team environment. I am extremely competent in all Microsoft Office Packages. I have excellent time management skills, and have always shown a flexible approach to my work

**WORK EXPERIENCE**

•**Fozan Almusharraf Manpower 2019 – 2021**

**Occupation**: Management Officer

•**Holool Aloula (Mobily)**  **2016 - 2019**

**Occupation**: Branch Sales

**Occupation**: Customer Service Desk

• **Prices savings trading Est.** **2015 - 2016**

 **Occupation**: Deputy Director-General

* **Bupa Arabia 2014 - 2015**

**Occupation**: Sr. officer field sales

**Main Task:**

* Offer and explain the company's products for prospective clients.

Offer price quotation to prospective clients.

* **Almusharraf Travel Agency** **2009 –2014**

**Occupation:** sales

**Main Task:**

* Market all the company products and services
* **Saudi Telecom Company** **2009**

**Occupation:** Technical support

**Main Task:**

* Responsible for assisting and resolving customers' complaints sent from the customer care department
* **Waleed Almusharraf Company** **2002 –2009**

**Occupation:** Customer Service

**Main Tasks:**

* Dealing with the company's customers and answering all their queries
* Dealing with all queries over the phone

**EDUCATION**

High School – Riyadh (Very Good) **2006**

**Key Skills**

* Excellent Communications Skills, both in English and Arabic
* Very good knowledge in using Microsoft Office
* Work extremely well under pressure
* Excellent written and verbal communication skills