



# ABDULLAH TAKI AL MAKKI

## CAREER OBJECTIVE

Aspiring for the challenging position where I can utilize my knowledge and experience. Further, use highly effective and professional manner. Desire to be a high-class employee, have the ability to create new ideas, support my colleagues to improve the work and obtain excellence and experience where I can improve my personal and professional skills.

## Work Experience

- **Cash Teller.**  
Al Rajhi Bank – since 2012, still now.
- **Sales Representative**  
Safari Company Ltd. Project, Safari Telecom  
Duration: 12/06/2012 to 14/11/2012.

## Academic History

- **Diploma** - Dammam Technical College  
From the Department of Computer Technology in the technical support specialty,
- **Collaborative Training**  
College of technology at Dammam (3 Months)

## Training Courses:

- **Detecting Fraud, Forgery counterfeiting in banking**  
(Al Raji Bank – 16 Hours Course – in Dammam – from 5/12/2012 to 6/12/2012)
- **Sales Induction Course**  
(Mobily – from 30/09/2012 to 03/10/2012)
- **Development of Banking Skills – Cashiers Course**  
(Al Rajhi Bank – from 17/Apr/2016 to 19/Apr/2016)



AL KHOBAR – KSA



966 566100021  
966 565900098



Abod.taki.056@gmail.com

## Personal Information

Date of Birth: 06/08/1991  
Nationality: Saudi  
Marital Status: Single  
National ID No: 1073801530  
Place of Birth: Al Khobar – KSA

## Languages Skills:

Native Arabic Speaker.  
Fluent in English

## Computer Skills

Professional Microsoft Office  
Word, Excel, Power point, Access

## Relevant Skills

- High skill in dealing with different people in different positions.
- Problem solving skills, punctuality and timekeeping.
- Quick learner and keen to learn.
- Team work skills and good leadership.
- Written and Verbal communication skills during office work and with clients. Able to coordinate variety of work under pressure and take on responsibility.
- Good organization creativity thinking self-development and motivation.