












PERSONAL

-  **Name**
Mohammed Mahmoud
-  **Address**
Khobar
-  **Phone number**
+966 583 461 279
-  **Email**
m.f.jawabreh@gmail.com
-  **Date of birth**
08-07-1993
-  **Place of birth**
Saudi Arabia
-  **Gender**
Male
-  **Nationality**
Jordanian
-  **Marital status**
Engaged
-  **Driving licence**
Available
-  **LinkedIn**
www.linkedin.com/in/mohammed-jawabreh

INTERESTS

- Travelling & Learning Languages.

MOHAMMED MAHMOUD

Great Desire To Work In Private Sector Including Companies And Establishments As This Goes With My Nature And Ambition, Where There Is Opportunity To Acquire Technical Experience. Apply Leadership And Problem Solving.



EDUCATION AND QUALIFICATIONS

- Jan 2013 - Jan 2018 **BSc, Accounting, Administrative and Financial Sciences**
The Arab American University, Jenin, Palestine
- Sep 2008 - Jun 2011 **High School**
Manarat Al Sharqyah Secondary School, Al-Khobar, Saudi Arabia



WORK EXPERIENCE

- Jul 2018 - Dec 2018 **Accountant**
Saudi Aluminum Extrusions Co, Dammam, Saudi Arabia
- Following Up Petty Cash & Following Up Costumers Suppliers Accounts & Payments.*
- Jan 2019 - Jun 2020 **Purchasing Coordinator**
Ruwwad Projects Co, Dammam, Saudi Arabia
- *Following up with daily requirements from all departments through all of the regions EST., WST. & MID; Main store, Branches , Preparation Kitchen and any new individual requirements.*
 - *Following up with the suppliers about the requirements from our side and what we have pending. Also Keep with them updated about the payment and our accounts issues.*
 - *Issue P.R, P.O and finally issue and audit Packing slip . Be as a data entry for several tasks.*
 - *Making deals with the supplier.*
 - *Keep the stock on the decided level bar by following up daily to avoid any shortage.*
 - *Specialist in Food , Beverage & Logistics Purchases.*
- Jul 2020 - Nov 2021 **Purchasing Manager Assistant**
Eastern Coast Group, Dammam, Saudi Arabia
- *Following up daily, Weekly, Monthly & yearly requirements locally & regionally from all departments that are under Holding Co. Eastern Coast Group.*
 - *Following up with Supplier Accounts & payments.*
 - *Generating Analysis- Comparison Sheet Then P.O & following up with Store for final Receiving.*
 - *Following with export- Import suppliers, Documents & Governmental Institutions.*
 - *Expert in R.M, Spare Parts, Services, ... etc. in Hatching Eggs, Factory Plant, Construction & Poultry.*
 - *Auditing On Purchasing In Daily Bases With Purchasers & Accountants & End Users With Estimation For The Real Usage Or Consumption.*



SKILLS

Microsoft & MS	★ ★ ★ ★ ★
English & Arabic	★ ★ ★ ★ ★
Working Under Pressure	★ ★ ★ ★ ★
Leader Ship & Team Working	★ ★ ★ ★ ★



COURSES

- Mar 2015 - May 2015 **Auditing and Assurance Services**
The Arab American University
- Oct 2015 - Dec 2015 **Computer Application for Accounting**
The Arab American University
- Aug 2016 - Oct 2016 **Financial Statement Analysis**
The Arab American University
- Aug 2016 - Oct 2016 **Tax Accounting**
The Arab American University
- Oct 2016 - Dec 2016 **Cost Accounting**
The Arab American University
- Sep 2017 - Dec 2017 **Osool Training Program**
Arab Bank ; West Bank