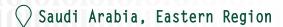# EMAD ALSABA

Saudi Arabia, Eastern Region

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emad.alsaba@gmail.com

+966 53 816 6601

I have IT qualification with 8+ Years Experience and a relevant wide knowledge in multi-fields such as [Management, GRO, HR, Accountant, Logistics and Programming Languages] { JAVA, JavaScript}; So()-> I created and developed some simple helpful mobile-apps to my past occupations.

EXPERIENCE

◄ **SRACO HUMAN RESOURCES**

◉ **Project Operations Director**
-Drive logistics teams on multiple areas.
-Organize Team tasks.   -Avoid risks.-Help desk.
-Train teams on new practices. -Cost Control.

2019.Nov — 2021.Mar

◉ **Business Developer**
-Analysis competitors and provide overview market picture. -Hiring interview. -Digital marketing
-Developing files and team tasks.
-Company representative to international agencies.

2019.May — 2019.nov

◉ **Project Coordinator**
-Data entry.   -Collecting data (Create database).
-Develop Excel files with (VBA).

2018.May — 2019.May

◄ **BUSINESS TRIBUNE CO. FOR COMMERCIAL & MAINTENANCE.**

◉ **IT administrator**
-Help Desk. -Network security. -solving problem.
-Maintain and configure ERP & CRM (Fouces system).
-Create excel files programmed with VBA and Macro.

2015.Mar — 2016.Mar

◄ **NABIL ALGHANIM EST. FOR CONSTRUCTIONS**

◉ **IT administrator, HR assistant & Government RO**
-Costs control   -Organizing team tasks.   -Help desk.
-GRO team leader.   -Network and IT advisor.
-GOSI, Moqeem, MOL web application. -Hiring interview.

2011.Nov — 2014.Nav

EDUCATION

◄ 2012 -Associate Degree [Diploma] ON Computer Applications { IT }.
King Fahd University of Petroleum & Minerals.

LECTURES AND TRAINING

◄ 2022- Data Analytics introduction - SimpliLearn.

◄ 2021- Mobile Developer Path 147Hrs - SDA.

◄ 2020- Marketing Strategy through FACEBOOK.

◄ 2020- Digital Marketing 12 Hrs.

◄ 2020- PMP® Cert. Training Course, 35 Hrs.

◄ 2020- Python Basics in Data Science.

◄ 2020- Basics of creative Marketing.

◄ 2018- Inertoduction to SAP ERP Configuration 12 Hrs - KFUPM.

◄ 2008- The UK Airline in the detection.

◄ 2008- A course in office management [secretarial] - 15 Hrs.

Management
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HR
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Government Relation
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Team Leader
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Java
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JavaScript
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MS Office
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Digital Marketing
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AppSheet
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Zoho
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AppSheet