



MOHAMMED ALBU

OBJECTIVE

undergo a challenging career where my skills and experience are tested allowing me for great opportunity to develop my skills, experience and education even better

CONTACT

Name: Mohammed Albu

Phone: +966 55 623 8035

Email: Albaw1414@gmail.com/

SKILLS

- English language spoken and written
- Quick Learner
- Able to Build Relationships
- MS office (Word, Excel & PowerPoint)
- Flexible
- Multi-tasking
- Responsible
- Time Management

LANGUAGES

Arabic Native Speaker

English IELTS, 2015 Saudi Arabia

EXPERIENCE

SV Arabia, Dammam Saudi Arabia (Oct 2020 - Jul 2021)

Sales Executive

- Managing accounts for long-term success.
- Developing new sales opportunities.
- Supervising representatives to ensure increased sales.
- Preparing reports on accounts and transactions.
- Tracking account targets.

International filter center Dammam, Saudi Arabia (July 2018- October 2020)

Marketing Executive

- Implements marketing and advertising campaigns by assembling and analyzing sales forecasts.
- preparing marketing and advertising strategies.
- Supports sales staff by providing sales data, market trends, forecasts, account analyses.
- I am responsible of the company vendor accounts in many companies such as SEC, Yasref, and SWCC.

Hangout coffee shop, Sayhat, Saudi Arabia (January 2015-December 2016)

Store Manager

- Participated in the guest services advocacy program where we promoted guest services etiquettes to influence sales and guest's loyalty.
- Assumed the responsibility of a waiter and have been promoted to become a store manager
- As a manager, I have managed cashier's work, purchases, time shifts, money deposit and staff affairs.
- Hold monthly staff meetings and conducted all the staff development workshop trainings.

CLOUDAPPS, Sayhat, Saudi Arabia (May 2016- December 2016) (Part Time Work)

Technician/ salesman

- Promoted CloudApps products and services to new customers.
- Handled the sales cycle from the beginning until after purchase support.
 - Provided the necessary support to my customer after they go live with services that includes.
 - Installing the products
 - Training customer's staff
 - Follow up with customers to optimize the usage of the products or service after starting using them.

VOLUNTEER ACTIVITIES

Night Serve: I helped senior people with their needs and helped in arranging some entertainment activities for them at Morgantown, WV, USA