



Abdullah Mohammed Al-Shahrani

Mobile No.

0542050979

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Career Objective:

Ambition, permanent development and professional advancement

Career Level:

Medium experience

Personal Information

Date of Birth:

Jun 12th, 1980 (Age: 41)

Gender:

Male

Marital Status:

Married

Number of Dependents:

4

Driving license issued from:

Kingdom of Saudi Arabia

Civil Record

1053273320

Religion:

Muslim

Expiry date:

October 22nd, 2027

Experience (13 years, 5 months)

- **July 2012 - September 2019**
Affluent Customer Sales Supervisor
In the Arab National Bank
Supervisor of recruiting, sales and services for discerning wealth clients, developing relationships, analysis and marketing
- **September 2011 - June 2012**
Sales and Marketing Representative
In TANAMI GLOBAL BUSINESS SERVICES CO LTD
Marketing banking products and attracting individuals and legal and non-legal entities for the purpose of supporting a portfolio
Bank branches
- **June 2008 - August 2011**
Collection and credit
In Aljomaih Automotive Company Ltd.
Revenue collection and customer credit audit
- **May 2006 - May 2008**
Collector
In Rawafid Foundation
Revenue collector and government relations officer

Education:

- **January 2005**

Bachelor's degree, Media and Public Relations
He completed only 104 hours of study
King Abdul Aziz University
Regular Student
Passed

- **December 2020**

Future Seekers Initiative
Supported by (HRH Prince Mohammed bin Salman bin Abdulaziz Foundation (the MiSK Foundation))
Basics of Future of business in:

- Basics of Digital Marketing
- Basics of Product Management
- Introduction to Business Analysis
- Introduction to artificial intelligence for business

- **March 2021**

has successfully completed all the requirements of the

Future Seekers - Digital Marketing
NANODEGREE PROGRAM

Languages

- **English**

Level: Intermediate

- **Arabic**

Level: Mother language

Skills:

- **Direct and indirect Communication**

Level: professional

- **Passion for excellence**

Level: professional

- Ability to use computer and good awareness of systems and software.

Level: professional

- Meeting with public

Level: professional

- Personal and Diplomatic skills

Level: professional

- Speech and Effective Communication

Level: professional

- Ability to manage work stress, manage solutions and results

Level: professional

- Planning and organization

Level: professional

- Focus on quality

Level: professional

- Focus on business and stakeholder management

Level: professional

- Ability to analyze and take decisions within the limits of powers and policies

Level: professional

- Ability to work out of the box

Level: professional

- Upgrading work with the lowest possible services

Level: professional

- Team work, communication and partnership

Level: professional

- Knowing about retail banking policies and procedures, and investment operations

Level: professional

- Ability to interpret written and verbal instructions

Level: professional

- Ability to edit reports and correspondence

Level: professional

- Ability to overcome practical problems and to act courteously

Level: professional

- Supervisory and administrative skills

Level: professional

Training and Certification

- Motivating Employees (Training)
: Institute of Public Administration

- Organizational Change Management (Training)
: Institute of Public Administration

- Basics of Management (Training)
: Dorroob

- Administrative Supervision (Training)
: Institute of Public Administration

- Internal Control Systems (Training)
: Institute of Public Administration

- Total Quality Management (Training)
: Institute of Public Administration

- Basics of Information Security (Training)
: Institute of Public Administration

- Principles of Financial Accounting (Training)
: Institute of Public Administration

- Problem Solving and Decision Making (Training)
: Institute of Public Administration

- Auditing Governmental Financial Documents (Training)
: Institute of Public Administration

- Skills to deal with work stress (Training)
: Institute of Public Administration

- Executive Planning (Training)
: Institute of Public Administration

- Skills of dealing with beneficiaries (Training)
: Institute of Public Administration

- Principles of governmental accounting (Training)
: Institute of Public Administration

- Building an effective organizational culture (Training)
: Institute of Public Administration

- Ethical Business Conduct (Certificate): Institute of Public Administration.
- Principles and fundamentals of operational risk (Certificate) Arab Bank
- AFFLUENT PROGRAM (Certificate) American Consulting Company
- Etiquette in providing service (Certificate) Arab Bank

- Combating banking fraud and managing its risks (Certificate) Arab Bank
- Workshop of Operational Risk Management (Certificate) Arab Bank
- Awareness of Business Continuity (Certificate) Arab Bank
- Customer's rights and bank's obligations (Certificate) Arab Bank
- Distinguished Service Standards for Customers (Certificate) Arab Bank
- Principles and basics of operational risks, combating financial fraud and (SAS) system (Certificate) Arab Bank.
- Self-leadership and Excellence Achievement Program (Certificate) Al-Tawail Management Consulting and Training.
- Persuasion and Influencing Skills Program (Certificate) Al-Tawail Management Consulting and Training.
- Effective communication skills (Certificate) Al-Tawail Management Consulting and Training.
- Completed requirements for professional certification in Fundamentals of Personal Banking (Certificate) SAMA
- Rules for the concept of commitment in dormant and high-risk accounts (Certificate) Arab Bank.
- Ethical business behaviors (Certificate) Arab Bank.
- General principles of customer protection (Certificate) Arab Bank.
- Methods for Detecting Forgery in Currency and Documents (Certificate) Arab Bank.
- Emotional intelligence (Training) Institute of Public Administration
- Effective Speech (Training) Institute of Public Administration.
- Administrative Creativity (Training) Institute of Public Administration
- Event Management (Training) Institute of Public Administration
- Skills of Dealing with Superiors (Training) Institute of Public Administration
- Preparing and Arranging Warehouses (Training) Institute of Public Administration
- Value Engineering (Training) Institute of Public Administration.
- Basics of Quality and Safety Standards for Recreational Events (Training) Dorroob
- Basics of Event Management (Training) Dorroob
- Value Added Tax (Training) Institute of Public Administration
- Undertaking public funds (Training) Institute of Public Administration
- Governmental accounting in branches (Training) Institute of Public Administration
- Introduction to Project Management (PMP) (Training) Dorroob
- Public Relations and Protocol Protocol (Ministry of Tourism)
- Marketing of Tourist Destinations (Ministry of Tourism)
- Development of Leadership and Supervisory Skills (Ministry of Tourism)
- Tourism Industry (Ministry of Tourism)
- Product Management and Design (Certificate) National Entrepreneurship Institute
- Fundamentals of Financial Analysis (Certificate) National Entrepreneurship Institute
- Inventory and Purchasing Management (Supply Chains) (Certificate) National Entrepreneurship Institute
- Contracts and Partnerships for Entrepreneurs (Certificate) National Entrepreneurship Institute
- Successfully completed 12 units (17 hours) of the English Language Proficiency Training Program (EF Institute)