

## PROFESSIONAL EXPERIENCE

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### **Assistant Manager - Sama Pure Trading (KSA)**

**(July 2024 - Present)**

- **Business Development:** Managed a team of 5 sales professionals, providing trainings up-to-date market research. Maintained client records in CRM systems, ensuring streamlined data processes for maximum efficiency. Oversaw business profile and ensured that sales representatives followed all company policies.
- **Sales Improvement:** Boosted in-store sales by 10% through the implementation of business development strategies and sales promotions.
- **Price and Product Recommendation:** Mapping the availability of the new products from the market sales analysis with the business rules to ensure that recommended products generate maximum profit.
- **Client Relationship:** Communicated with clients via email and phone calls and provided information about services and keeping track of client interactions.
- **Training & Coaching:** Assisted in selecting, training, coaching and developing team members resulting in 10% increase in performance feedback.

### **Warehouse Controller - Dhamecha Group (England):**

**(September 2023 - June 2024)**

- **Supply Chain Management:** Enhance supply chain efficiency by reviewing and ensuring the punctuality of scheduled deliveries. Optimize inventory management through continuous monitoring and timely replenishment of supplies.
- **Maintenance & Operations:** Spearheaded process improvement initiatives, contributed innovative suggestions for productivity enhancements, and actively tracked crucial warehouse KPIs for ongoing performance enhancement.
- **Inventory Control:** Executed inventory checks for incoming shipments to detect damaged/defects and verify equipment and supplies received.

### **Warehouse Associate - Lioncroft Wholesale Ltd (England):**

**(April 2022 - June 2023)**

- **Supplier Relationship:** Developed and maintained relationships with suppliers and vendors to ensure timely delivery of goods.
- **Reporting:** Assisted with daily opening and closing procedures, including cash drawer balancing and end-of-day reporting to administration.
- **Creating Invoices:** Accurately completed financial transactions using STL software while collaborating within a team to maintain a high standard of service for all customers.
- **Stock Control:** Conducted regular stock check, managed inventory discrepancies, and ensured accurate record-keeping.

## EDUCATION

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### **BIRMINGHAM CITY UNIVERSITY**

Master of Science in Digital Transformation

(2022-2023)

### **UNIVERSITY OF MANAGEMENT & TECHNOLOGY**

Bachelor of Business Administration – Specialized in Supply Chain Management

(2015-2019)

## TRAININGS

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### **Amazon Virtual Assistant**

(2020)

Provided virtual assistance services for Amazon-related tasks using the Jungle Scout tool and demonstrated competence in online business operations.

### **Digital Marketing**

(2021)

Applied digital marketing techniques especially Search Engine Optimization (SEO) to enhance online visibility, drive traffic, and contribute to digital marketing strategies.

## **EXPERTISE & SKILLS**

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- Data Analytics & Visualization
- PESTLE Analysis & SWOT Analysis
- Business Process Modeling & Notation (BPMN)
- Supply Chain Analysis
- Qualitative & Quantitative Research
- Simulation Analysis
- Power BI
- Tableau
- SAP
- Digital Marketing