

Personal Information:

Name : Abdul hameed M. Al Sakran **Mob.:** 0560898269

E-mail: a.hameed.s@hotmail.com

Nationality: Saudi

Place Of Residence: Dammam

Academic Qualifications & Courses

- 1- Diploma for Technical College 2004
- 2- Major In Accounting Gap (Good)
- 3- Certificate in Data Entry from STC company
- 4- Certificate in Accounting Control From Al Kifah co

Work Experience

2006 - 2009 AlKifah Publishing House

Store keeper

Responsibilities:

- Receiving Books from Internal vendors and overseas.
- Record data of receiving on the system.
- Hand over products to sales & marketing representatives. (Distribution Channel)
- Prepare a monthly report for Warehouse & Stock movement.
- Annual inventory warehouse.

2009 -2011 at Kifah Press

Vendor's Accountant

Responsibilities:

- Received invoices from vendors.
- Entered all the invoices on the system.
- Issuing cheques.
- Matching vendors account with company account.
- Issuing commission to sales representatives.

2011 – Present Kifah Precast

Warehouse supervisor & Store accountant.

Responsibilities:

- Managing three stores; Raw Materials, Spare Parts and Consumables.
- Audit entries in daily disbursement of materials and received
- Closing store's accounts daily
- Reviewing and correcting journal entries
- Controlling, overseeing and directing store teams to ensure accuracy of product quality and quantity. (Inspection is an important factor in order to maintain quality and customer satisfaction).
- Writing monthly reports for each store.
- Prepare annual report for inventory
- Excellent at SAP system with over since 2016. (Material Management).

❖ Career Objectives:-

I would like to get a position where I can use my knowledge and skills in Supply Chain to carry out various responsibilities in functional areas such as managing stores, teams and inventories.

I believed that life has nothing easy they give you have to work hard co- operatively

With your environment to get what you want and I'm trying to do my best in this

Life to get the best.

References are available upon request.