






Tariq Ibrahim Al-Yhya

Personal information

 November 21.1985

 Saudi Arabia

 Saudi

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Training Courses:

- **Nov2017.** Risk Management,
- **Jun2015** Finance for non-finance, ASOL training center
- **Apr,2014** Legal Principles of Banking & SAMA Regulations.
- **Dec,2013** Communication Skills (Professional Development of HR).
- New Horizon (desktop software, support for Windows system , Modeling, Design Reports)

Skills:

- Average in English (Speaking and writing).
- Utilize creative thinking.
- Excellent multi-tasker.
- Inspire others to work harder.
- Reliable, trustworthy and organized.
- Flexible on working in multi-cultural teams.
- Excellent communication and social skills.
- Familiar and capable of work under pressure

Objective

Seeking a challenging position to utilize my skills, enhance the knowledge and further my career.

Education:

High Diploma of Marketing,
2009 College of Applied Studies (King Faisal University, Dammam) .

Professional Experience:

Alinma Bank

December 2016 -
Current

- **Currently Working Sales Manager.**
- Follow up with the credit team to achieve the target
- Review performance with my team (Weekly).
- Conduct daily follow-up to finalize customer requests.
- Attention to quality of service.

July 2012 -
November 2016

Working as Relationship Officer

- Marketing of products to customers
- Expand the customer base of the bank
- Development balances Branches
- Open current accounts and investment accounts
- Contribute to the solutions customer problems

June 2011 -
June 2012

AL-KHATHLAN. CO.LTD

- **Project Coordinator sub contractor at SABIC (IT- Global program management)**
- I have knowledge of Working in SAP system
- Follow-up projects with vendors.
- Coordination meetings with project managers
- Follow-up operations to pay for the project
- Follow-up with the Department of Purchases for create PR and PO

Jan-2010
To May-2011

AlRajhi Takaful

- Insurance Coordinator, Coordination between Al Rajhi Takaful with Al Rajhi Bank in Car Insurance
- Renewing insurance policies
- Customer guidance to the Office of the claims in the event of an accident on the car
- Find solutions if the car was a total loss after the incident.

Aug-2008
To Sep-2009

First insurance

- Claim Officer
- This is the first job for me and that I was studying at the university and was working in the company was in the management of claims Reception transactions accidents and directing them to the competent authorities and customer service.