

BRIEF ABOUT ME

14 years experience in the field (Human Resources - Recruitment - Training)

Implementation and follow-up of the approved plans and policies in order to ensure their achievement

The work team is motivated to reach the objectives of the facility

Meeting the required needs in all technical and administrative fields.

Effective communication with all company management and directing team members to provide the best services to the concerned department

WORK EXPERIENCE

Recruitment and Training Manager

Arabian Oud

Apr 2010 - Jul 2021

Saudi Arabia , Riyadh

marketing manager

Tawuniya Insurance Company

Oct 2007 - Apr 2010

Saudi Arabia

EDUCATION

Diploma in Human Resources

Chamber of Commerce, Riyadh

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Saudi Arabia , Riyadh

COURSES

A large number of training courses were gained during my career, as the number of courses reached nearly 70 specialized training courses in my field of work

More than one training body



KHALED ALQAHTANI

Recruitment and Training Manager

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Saudi Arabia , Riyadh

Saudi

30-12-1984

Single

in/khaled-alqahtani-91851821a

LANGUAGES

100%

Arabic

30%

English

HOBBIES

Travel

Shopping

Social Media

PERSONAL SKILLS

Decision Making 100%

Leadership 100%

team management 100%

Adaptability 90%

problem solving 100%

Effective Communication 90%

negotiation 100%

MOST PROUD OF

Administration
Creative Thinking, Effectiveness, Productivity

Team building ability
Decision making, team management

Teamwork
Collaboration, Delegation, Goal Setting.

MY TIME

