

MOHAMMED NABEIL ALSAEED

PERSONAL INFORMATION

Nationality: Saudi
Social status :Single
Date of birth : 7 Jan 1994
phone number: +966560020208
Email: alsaeed6363M@gmail.com
Address: Saudi Arabia, DAMMAM,
Ahad neighborhood

EDUCATION

HIGH SCHOOL
Al-Doha Pilot School in Dhahran
COMPUTER COURSE | FOR 1 YEAR

PERSONAL SKILLS

Creative spirit
Reliable and professional
Organized
Time Management
Teamwork
Attention to detail
Motivated
Problem Solving

LANGUAGES

Arabic ● ● ● ● ●
English ● ● ● ● ●

OBJECTIVE

A highly organized and hard-working individual looking for a challenging position in a reputable organization to expand My learnings, knowledge, and skills.

WORK EXPERIENCE

SAUDI GROUND SERVICES COMPANY SAAS
AT KING FAHD INTERNATIONAL AIRPORT/ DES2021- PRESENT

- DATA ENTRY CLERK | FEB 2020 - DEC2021
Tahakom Company | Dammam
-Handling traffic violations and upload it into Abshir System
- PUBLIC AND GOVERNMENT RELATIONS MANAGER | NOV 2017 - DEC 2019
Alghaith Company | Dhahran
- RIOT CONTROL OFFICER | JAN 2013 - OCT 2017
Saudi Arabian National Guard
- TRAIN SUPERVISOR | 2011 - 2013

COURSES

- Occupational safety and health according to US OSHA standards
- Prince Naif First Aid program
- Management of disasters and crisis
- Learning to lead
- Executive presence
- Leadership and influence
- Design thinking
- Leading an organization
- Introduction to cyber security
- The role of the ISO 9001 quality Management system in improving the performance of enterprises
- The basics of volunteerism
- cyber security
- Let's Break the chain of COVID-19 infection
- Infection control program
- Industrial Fire prevention
- Qyadati Educate Drivers program in these trackses :
(light vehicles ,trucks, Motor cycles , school bus)
- public relations and protocol
- Basic level in English language
- Customer service skills
- Travel agent- communications skills
- Sales Management skills
- E-Commerce
- data entry and texts processing | for 8 Months
- information crimes