

Abdullah Farran

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OBJECTIVE

A fresh graduate in Materials Management Technology, seeking a job opportunity in a leading company to apply what I have learned, develop my skills and increase my knowledge in the field of supply chain.

EDUCATION

- **Yanbu University College** Yanbu, Saudi Arabia
Associate Degree in Materials Management Technology July 2020
GPA: 3.43/4
Award: Received Excellence Certificate (3rd place) 2017 / 2018

WORK EXPERIENCES

- **Double Tech Advance Company** (Supply Coordinator) **Jeddah, Saudi Arabia**
Dec 2020 – Present
 - Handled the day-to-day delivery operations.
 - Handled calls, installation, registration, and uploading all documents for drivers.
 - Provide the IT team with all required information for improving and adding new features for the Dashboard & App.
 - Ensured the quality of the drivers KPIs.
- **Amazon – Seasonal** (Warehouse Associate) **Jeddah, Saudi Arabia**
Nov 2020– Dec 2020
 - Receive and put away inventory.
 - Collect customer orders and pack them up.
 - Ensured there was no missed or damaged items.
- **Orient Provision & Trading Company** (Sales Coordinator) **Jeddah, Saudi Arabia**
May 2015 – Jan 2016
 - Handled the processing of sales orders with accuracy and timeliness.
 - Assisted in the preparation and organizing of promotional material or events.
 - Informed the customers of any delays and would arrange alternative delivery dates.

SKILLS

- Strong Communications Skills
- Inventory Management
- Time Management
- Microsoft Programs
- Great team development and leadership Skills
- Ability to work on variety tasks
- Strong Analytical and Problem-Solving Skills
- Excellent Negotiations Skills

COURSES

- **Mobile APPs with Appinventor 2 (AI2) – 10 Hours** (Yanbu University College) Apr 2019
- **Awareness of Fire Risks & Ways to Prevent it – 8 Hours** (Yasref Company) Nov 2018
- **Internal Control over Financial Statements – 12 Hours** (Yanbu University College) Oct 2018