



Support Services Manager

Highly committed towards continuing my career in Constructions procurement field and being a part of a great company that's dedicated to their people, mission success and company growth.

Contact Info

| | |
|----------------|-------------------|
| Phone | +966548888700 |
| Email | ss_nn@hotmail.com |
| Gender | Male |
| Birthdate | 14/08/1987 |
| Marital Status | Married |
| City | Riyadh |
| Country | Saudi Arabia |
| Language | Saudi |

Location

14961

Skills

| | |
|-----------------------------|----------|
| Negotiations with suppliers | Expert |
| Microsoft Office | Expert |
| Team work | Expert |
| Resolve the problem | Expert |
| Quality assistant | Expert |
| Management | Expert |
| Communication skills | Expert |
| Photoshop | Advanced |
| Computer since | Advanced |
| Work under pressure | Expert |

Languages

| | |
|---------|----------|
| Arabic | Native |
| English | Advanced |

Links

linkedin [salman-al-bojlaya-ab2734b0](#)

Experience

07/21 - Current

Atheela Co. Support Services Manager

Management the procurement section and support Services for it department

08/2014 - 04/2021

Vinnell Arabia Co. Buyer

Support the company with all parts and materials and office supplies

03/14 - 06/14

NCB Bank Customer service

Opening the account and creating all the requirements for the customers

01/2012 - 03/14

King Fasial university Students Services

Support the students

02/2011 - 01/2012

Al-hamrani Co. Salesman

Management the stocks and sellers the vehicle and customer support

12/2009 - 12/2010

Hasoub Co. Technician computer

Fixing the computers and the network with problems resolved

01/2009 - 12/2009

Mobily Co. Key Account Sales

Sales raqi package

11/2007 - 07/2009

Saad hospital Data Entry

Fixing computers and network with configuration the printer

Education

10/2007

Technical college of Al-Ahsa Diploma - Computer since

Courses

09/2020

Basics of project management International Business Management Institute

Certificate of project management

1434

Appreciation certificate King Fasial university

11/2013

Creating memos and reports Tourism an Antiquities Authority

2018

Appreciation certificate Vinnell Arabia

Certificate of thanks many times from CEO for Vinnell Arabia