

Mohammad Aldayhani

Sales & services manager

Experienced and meticulous professional, provide excellent customer satisfaction I have a proficient record of financial **management** . Diverse knowledge about various **banking** products and services. Strong ability to convince customers with superb communication skills.



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King Faisal St, Gassim, Saudi Arabia 📍

EDUCATION

English Language Diploma Alfaisal International Academy

07/2002 - 06/2004

High School Albadayea General High School

09/1999

EXPERIENCE

Banking Sales Manager Arab National Bank

08/2008 - Present

Tasks/Achievements

- Attained existing client financial targets and generated new client base
- Oversaw administration of various client services
- Provided appropriate guidance and motivation to sales team members as needed
- Established training programs set goals and conducted performance reviews of banking staff
- Reported to management on new banking team member progress on a regular basis

Customer service Arab National Bank

07/2006 - 08/2008

Tasks/Achievements

- Designed and proposed various banking insurance plans to management and individual customers
- Participated in capital markets securities exchange and securities issuance processes
- Coordinated sales activities with marketing executive team
- Assisted customers with deposits withdrawals and opening new accounts

SKILLS

Excellent verbal communication skills.

Business management skills.

Customer service skills.

The ability to sell products and services.

Knowledge of economics and accounting.

Team working skills

Time management

ACHIEVEMENTS

Course in promising employees / future managers from the Arab Bank in cooperation with major training centers in the Kingdom from 2013 to 2017

Course in commitment and responsibility from the Saudi Arabian Monetary Agency, the Banking Institute

Course in banking administration from the American experts' advisory center

Certified in problem-solving and decision-making from Al-Taweel Training Center

Course on preparing business plans from the Saudi Arabian Monetary Agency, the Banking Institute

Negotiation skills course from the Arab National Bank Training Center

Course on ethical work behaviors from the Arab National Bank Training Center

Course in communication and influence from the Miqa Training Center

Customer service course from Mega Training Center

Effective supervision skills course from Al Taweel Training Center

Course in financial and banking fraud, mechanisms of prevention and detection from the Saudi Arabian Monetary Agency, the Banking Institute

Course in professional ethics and positive behavior at work from Al Tawil Training Center

Course in legal aspects of banking from the Arab National Bank Training Center

LANGUAGES

English

Professional Working Proficiency

Arabic

Native or Bilingual Proficiency