

Shoug Abdulaziz Al-Kheliwi

INFORMATION

Date of birth:
21/1/2000

Nationality:
Saudi

Address:
Al-Khobar

Phone:
0550504711

Email:
shougalkhliwei@gmail.com

PROFESSIONAL SUMMARY

I'm seeking a challenging opportunity in a large firm as an entry level in order to develop my professional career.

EDUCATION

-Associate diploma Imam Abdulrahman bin Faisal University (business Administration – supply chain)
Community College (2017 – 2020) GPA (4.041 / 5)

-High school in natural science section (95,3%)
AlSalam private school (2014 – 2017)

ADDITIONAL SKILLS

-Fluent in English both oral and written

-Microsoft Office package: Word, Excel, Access, Power point

-Ability to Work Under Pressure

-Marketing skills

-Organizational skills

-Leadership

- Microsoft Dynamics AX

-OrangeHRM

- Oracle

WORK EXPERIENCE

-Supply chain officer in port stores (December 2020- currently)
Receiving and sorting order lists, contacts forwarders and customs clearance agent, coordinate and follow up shipment, using Saber website.

-Training in supply chain department port stores (September-November 2020)

-Volunteer in Ithraa (king Abdulaziz center for world culture) (August 2019- currently)

-Member in Wasm Volunteer Club
Imam Abdulrahman Al Faisal University (March 2019- April 2020)

-Training in ministry of media for the graduation project for university in supply chain and Human Resources also in finance. (June-August 2019)

-Training in procurement department NADA Al-Othman company (July-August 2019)

-Member in business Administration club
Imam Abdulrahman bin Faisal University (2018- 2019)

LANGUAGES

Arabic – Native speaker
English – Advanced

-Ambassador in the Ambassadors of Flynas

I have booked for more than 500 tickets in a year and I have been appointed the leader of the Eastern Region branch in Flynas.

(February 2018 – June 2020)

-Member in Nabd Volunteer Club

Imam Abdulrahman Al Faisal University (2017- 2018)

CERTIFICATES

-Innovation to foster entrepreneurs and startup owners 5 May 2020

-Volunteering at the CIPS KSA eastern province branch event entitled " the industrial revolution 4.0" 17 Nov 2019

-Participation in training course entitled building startups 11 Nov 2019

-Participation in Jubail procurement conference 30-31 Oct 2019

-Participation in a workshop entitled advertising campaigns in the Ministry of media 19 Aug 2019

-Participating in the "Initiative for the Labor Market 1440" Imam Abdulrahman bin Faisal university 13 Mar 2019

-Workshop on (the most important rights and duties of the worker)

Imam Abdulrahman bin Faisal university 2 Mar 2019

-Microsoft Certificate of Participation in the Activation of the Office 365 Program in the Kingdom of Saudi Arabia 6 May 2018

REFERENCES

References available on request