



Summary

A self-motivated and hardworking, who is currently looking for a new and challenging position, one that will make best use of existing skills and experience while enabling further personal and professional development. Experience gained during my work by the ability to handle all types and amount of claims.

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Branch Sales Manager

Talal Al-Obaid

OBJECTIVE

Great desire to work in the private sector including companies and establishments as this goes with my nature and ambitions. Also, to develop myself within courses, practice and experience that I gain from working in private sector.

EDUCATION

- ✦ 2015 - 2016 Diploma in English Program Alzarga Academy Institute.
- ✦ 2013 - 2015 Intensive English Program ELS Dominican university Columbus, Ohio State, United State of America Advanced Levels Completed.

SKILLS

- Able to multitask, prioritize, and manage time efficiently.
- Encouraging the team and staff; able to mentor and lead.
- Eager to expand branch with new accounts, clients, and businesses.
- Creative problem solver who thrives when presented with a challenge.
- Assists team members when needed to accomplish branch goals.
- Able to analyse problems and strategize for better solutions.
- Focused on customer service Accurate and precise attention to detail.
- Significant previous experience in the insurance industry.
- Excellent computer skills; experience in financial software, Microsoft Office Suite.
- Ability to manage employees, while multitasking large projects.

WORK EXPERIENCE

Branch Sales Manager

Al-Rajhi Takaful Insurance Co

2018 – Present

- ❖ Prepares financial statements and analysis for branch.
- ❖ Manages and supervises department employees; responsible for day to-day supervision and leadership.
- ❖ Maintains and oversees all procedures and processes.
- ❖ Recruiting, vetting, interviewing, and hiring new employees.
- ❖ Assisting with customer service and satisfaction.
- ❖ Marketing branch within the community to attract business.
- ❖ Records and researches all financial information for analysis.
- ❖ Oversees budget reports, preparation of budgets, and analysis of budgets.
- ❖ Forecasts and plans according to fiscal needs.
- ❖ Growing branch's number of accounts.

Branch Sales Manager

Insurance Management Co. (Insurance Agency)

2016 – 2018

- ❖ Represent the Branch in the community in order to promote its image, enhance its reputation.
- ❖ Maintain staff schedules to provide adequate coverage always.
- ❖ Reporting to head office.

Customer Service Executive

Trust Insurance Brokers Company

2014 – 2016

- ❖ Inspection of damaged vehicles and determine the fixed cost.
- ❖ Follow up and resolving complaints from clients.
- ❖ Keeping accurate records of customer correspondence and complaint handling.

Insurance claims handler & Vehicle Inspector

The Saudi United Cooperative Insurance Company (Wala'a) 2011 - 2013

- ❖ Inspection of damaged vehicles and determine the fixed cost.
- ❖ Post or attach information to claim file and calculate amount of claim.
- ❖ Transmit claims for payment or further investigation.