

YASER AHJERAT

PROFESSIONAL SUMMARY

Highly communication skills and leadership. Technically -savvy with outstanding relationship

Building, training and excellent presentation skills.

I'm looking for an opportunity to implement my technical skills in the best way to achieve the company's goals.

WORK HISTORY

Supervisor Manager, 02/2019 to Current

Ahmed Depel - Qatif

Hiring new employees

Making interviews

Manage system

Billing account

HR Coordinator, 09/2019 to 01/2020

SAUDI ARAMCO - Dammam

- Coordinate course for employees
- Contact with supervisors and managers
- Making presentations

EDUCATION

Diploma - GPA (4.48), Human Resources , 10/2017

Institute Of Public Administration - Dammam

COURSES & TRAINING

- Soudi Aramco -Dahran -2019 (**Training**)
- Six- Sigma - khobar- 2019 (**Course**)
- English course - Canada -2016 (**Course**)
- Heart saver - Saudi Aramco -Dammam -2019 (**Course**)

ACHIEVEMENT

- Provide a course for Aramco's employees about **Psychological Hazards** front of managers and supervisors.
- Training certification from **Saudi Aramco** .
- Honor level in **IPA(Institute of public Administration)**

LANGUAGE

ENGLISH (ADVANCE)

CONTACT

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SKILLS

- Well knowledge of soudi labor low. GOSI(General Organization for Social Insurance) and MOL(ministry of labor and social development)
- Performance Appraisal
- Evaluation management
- Assign job structure
- Recruitment and selection
- Interviews skills
- Excellent customer service skills
- High communication skills
- Reporting
- Advance level in Microsoft office Applications(Excel-power point -word)
- Team work - team leader
- Analysis issues
- Pro activity