

C. V سيرة ذاتية

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Personal Information	
Name	Omar waleed Mohammed Al-Afaghani
Nationality	Saudi
Birth date	01 / 07 / 1983
Birth place	Al-Ahsa
Marital status	Married
I.D.No	1020432108
Place of issue	Al-Ahsa
Family blood	

The qualification	Rate	Year	Major
Community service king faisal university	Diploma	2007	Accountant

Experience	
1	<p>Working in EEc (Mobily) as (customer service representative) from 10/11/2007 unit ill 25/05/2013</p> <p>The responsibilities :</p> <ul style="list-style-type: none"> - Handled all inbounds calls inquiries, provided prompt and courteous customer service. - Support other groups on practices pertinent to increasing center efficiency and reported all progress achieved to call center management.
2	<p>working with Bitumat company for bitumen product as Assistant warehouse & logistic supervisor from Jun - 2013 until Jun – 2018</p> <p>The responsibilities :</p> <ul style="list-style-type: none"> - Receives stores and issues materials. - Checks incoming materials and supplies for conformity to purchase orders. - Inspect orders for quantity, quality damages and other discrepancies as needed. - Answer phone calls and emails, provides information to campus personal. - Assist with the layout of the warehouse storeroom, maintains inventory of central stores. - Stocks, loads and unloads material. - Provides work direction and oversight to warehouse workers.
3	<p>Working with Mada for logistics and support services as warehouse manager from 25/08/2018 – present.</p> <p>The responsibilities :</p> <ul style="list-style-type: none"> - Supervise day-to-day operation in a warehouse. - Supervise loading and unloading operation. - Supervise forklift and pallet operation. - Prepare shipping documentation and other related work.

- Check materials against customer order, picking lists and billing.
- Maintain records of equipment, materials and products.
- Planning shipments and communicating effectively
- Ensure stock movements are recorded accurately in SAP system.
- Make the daily reports , dispatched, maintenance request , over time ... etc.

Courses

- | | |
|---|--|
| 1 | Course in computer (office programs 2000) from the world Institute from computer & technology. |
| 2 | Introduction in oracle from the world Institute form computer & technology. |
| 3 | Basics of networks and run windows from HAJAR institute for training. |
| 4 | Modeling from New Horizon Institute. |
| 5 | Report Design from new Horizon Institute. |
| 6 | Leap towards success from Date Carnegie Institute. |
| 7 | Customer service premium from DEI Institute. |
| 8 | I have experience in SAP Program. |

Skills and responsibilities

- | | |
|---|-----------------------------------|
| 1 | Communication skills |
| 2 | Interpersonal skill |
| 3 | Time management skills |
| 4 | Team working skills |
| 5 | Store / warehouse management. |
| 6 | Operational logistics management. |
| 7 | Material handling |