

Curriculum Vita

Personal Information:

Name: Yaser Abdulrahman Al-Nazawi Al-Johani

National Id: 1038254411

Address: Yanbu, Saudi Arabia

Mobile: 0560875395

Email: Yas99666@Gmail.Com

Education: Diploma in warehouse management at Saline Water Conversion Corporation
(1990)

Languages Known: Arabic-English

Professional Experience: Total No. Of Years: 21

References

Nam: Abdulhadi Abdulrahman Al-Johani

Phone: 0507899054

Career Objective

To Continue Career with An Organization That Will Utilize My Management, Supervision, My Extensive Experience, Formal Education, Specialized Training and Administrative Skills to Benefit Mutual Growth and Success.

Professional Experience

Company Name: Arabian United Float Glass Co. (UFG)

20th Jan 2014 to 31

Dec. 2014

Yanbu - Al Sinaiya

Position: Public Relations Manager

- * Solve the accumulated problems on the public company and all subsidiaries to the competent authorities.
- * Review of all government department in order to end the transaction the company and its subsidiaries.
- * Receive commissions from the government and other bodies in regards to the hotel or to attend meeting of the existing hotel, which regards the company.
- * Dealing with the issues of hotel guests about the thefts, lawsuits or complaints against staff in embezzlement or moral acts.
- * Participate in meeting by government agencies.
- * Representation company with government agencies on behalf of the director-general.
- * Assistance to colleagues to improve the image of the company and give a good impression.
- * To attend all management meeting when necessary.
- * Contact with various media to spread the news the company and its subsidiaries.
- * Coordination with government department and institution to serve the objectives of the company and its subsidiaries and definition of it activates.

Company Name: Amnco Co. For Security Guard Services

01st Jan 2012 To 31

May. 2013

Yanbu

Position: Assistant Regional Manager

Supervising Staff And Entails Responsibilities Such As Ensuring Employees' Salaries Are Paid And Annual Leave And Other Entitlements Are Provided. Ensuring Customer Satisfaction Is Also Part Of The Job

Company Name: Arab National Bank

01st Jul 2002 to 31

Jan. 2010

Yanbu

Position: Branch Manager

- * Responsible For the Administration and Daily Operation of the Bank
- * Mainly Responsible For Assisting Employees and Providing Suggestions
- * Approving and Rejecting Loan and Credit Applications
- * Responsible For Short Listing the Candidates for the Interviews and Selecting Them
- * Provided Training to the Hired People
- * Maintained Good Relationship with the Staff and Clients
- * Solving All the Queries and Problems of the Staff and Clients
- * Maintaining Good Work Environment in the Office
- * Generated New Business Through the Presentations of The Products to The Customers.

Company Name: Al Rajhi Commercial Foreign Exchange

08th Nov. 1993 to 30

March. 2003

Yanbu

Position: Regional Manager for the Madinah and Tabuk Region

- * Explain Available Bank Services To Prospective Customers And Open New Accounts.
- * Order A Supply Of Cash To Meet Daily Needs, And Receive Cash From The Customers For Deposits.
- * Verify Amount Of Deposits.
- * Issue Receipts on Transactions, And Cash Checks after Verifying a Customer's Signature and Balance.
- * Keep A Running Total Of Teller Transactions And Balance Accounts At The End Of The Day.
- * Count Cash on Hand and Prepare Statement
- * Sorting Of Checks and Deposit Slips at the End of the Day

Company Name: Alali National Bank

01st April 1990 to 01st Aug.

1991

Yanbu

Position: Teller Foreign Currency and Local

- * Responsible for the forex issued and execution of foreign currency exchange deals in local and international markets.
- * Prepare and execute treasury policies and procedures.
- * Management of cash deposits.
- * Performs other related tasks as directed.

Technical & Personality Development Qualification

- Training Of Financial Analysis and Evaluation of Bank Customer from the Arab Academy for Banking and Financial Sciences.
- Training Of Branch Ban Management from the Arab Academy for Banking and Financial Sciences.
- Training Of ANB Products Certification for Branch Manager from Training & Management Development Department.
- Training Of the Core Banking System (CBS) From Training & Management Development Department.
- Training Of Qualifying Program for Branch Staff from Training & Management Development Department.
- Training of Advance Program for Branch Staff from Training & Management Development Department.

Strengths

Energetic, Smart Working and Responsible Person. Ability to Take on Responsibility and Work as a Team Member. Improve Company Performance with Effective Innovative Strategies