

# Resume

## **Personal details**

### **Fahad Mohammad Abdul Latif Al- Maimani**

P.O.Box:124 PC: 132 Al- Khoudh – Sultanate of Oman

E-mail: fhd8080@gmail.com

Date of birth: 07/04/1980

Marital status: Single

Resident: with family

Contact No: 00968-92602288

## **Work Experience**

**December 2018- Up to date:** Working as Data Entry in Supplies & Logistics Department in DBMSC-Steel LLC–Oman.

**June 2014- Up to 28 June 2018:** Worked as Sales Executive in Spare Parts counter. Beside the Logistics & Warehouse Management in German-Gulf Enterprise (Ghala- Muscat – Oman).

**March 2011- Up to 6 May 2014:** Worked as Parts Sales Executive of vehicle spare parts in front office & workshop counter, also cashier.

**May 2006- Feb 2011:** Worked as Store Keeper in Al- Zubair Automotive –Oman.

## **Courses**

Successfully completed computer principles & applications courses for 110 hours in Al- Makamat Institute for Administrative Management in Al- Khoudh.

## **Educational Qualifications**

**2000-2001:** English foundation in conservation, pronunciation, listening reading, writing & grammar from Modern Collage of Business & Science, intermediate level (3, 4).

**2000-2001:** Third secondary Certificates from Al- Seeb Secondary School for Boys.

## **Languages**

Fluent Arabic language speaking & writing.

Fluent English language speaking writing.

## **Skills**

- Work under pressure.
- Interested in team work.
- Deal with customers.
- Work continuously with short brakes.

## **Hobbies**

Stamp Collecting.