Abuobaida

[Abuobaida.298662@2freemail.com](mailto:Abuobaida.298662@2freemail.com)

**OBJECTIVE:**

play pivotal role in achieving my employer's corporate objective by supporting and enduring

through professional commitment and integrity ,while continuously upholding my personal

ambition of reaching higher scales of accomplishment.

**EDUCATION:**

* Bachelor (honours) in Marine Sciences and fisheries. Red Sea University, Sudan

Faculty of Marine Sciences and fisheries.

**PERSONAL SKILLS:**

* Strong Communication and Interpersonal Skills in both Arabic and English.
* Good team player and work as Individual.
* Good Knowledge with automotive

industries.

* High Organizational and developing Skills.
* Handling pressure Situation very smoothly.
* Team Management Skills.
* Ability to deal effectively with customers from different cultures.
* Enjoy working with public.
* Attentive.
* Co. Worker.
* Flexible and Fast

learner.

~ Quite and patient.

**LANGUAGES:**

* Arabic (mother tongue).
  + English(V.Good)- Speak, Read and Write.

**CAREER HISTORY:**

**DEPARTMENT MANAGER :**

**JAN. 2008 – Up to Day**

**Ministry of Agriculture and Fisheries**

**River Nile State**

**Sudan**

Responsibilities:

* Achieving plans and assigned goals by the management.
* Providing guidance and continuous support to the staff.
* Observing the skills of the staff to maintain a satisfactory and high quality service to the customers.
* Providing style ,good dealing with customers, solving all difficult and problems.
* Coordination with all other concerned departments and making regular meeting and workshops.
* Monitoring work efficiency.
* Supervision and organization from the direct manager.
* Other related duties.
* Other related Jobs.

**Customer Service Representative:**

**April 2005-September 2007**

**Atbara Mall**

**Sudan.**

**Responsibilities:**

* + Resolving customers problems by clarifying Customers complaint.
  + Attracting potential customers by responding to their requirement ,suggestions Information about the services.
  + Opening customer account by recording account Information.
  + Maintaining customer records and updating customer information time to time.
  + Maintaining financial account by processing customer adjustments.
* Recommending potential services to management by collecting customer

information and analyzing customer needs.

* Generation periodical reports.
  + Other related jobs

**TECHNICAL OPERATION SUPERVISOUR :**

**GULF PEARL Co.(GPC)SUDAN,PORTSUDAN,SEPT. 1999 - JUNE 2005 :**

* + Following the daily operations and ensure that all the work being done in perfect way.
  + Following of Pearls segregation and Pearls Packing.
* Generating daily, weekly, monthly and annual reports.
* Preparing daily papers works and records.
  + Responsibility of Machineries regarding repairs and maintenance.
  + Give training to the staff for forthcoming Seasons.
  + Responsibility of staff regarding their work issues and as well as health wise.
  + Other related tasks.

**PERSONAL DATA:**

Nationality : Sudanese.

Place of Birth : Atbara.

Marital Status : Married

Visa Status : Visit Visa

REFRENCES:

Available up on request.