**KHALID
E-Mail:** **Khalid.387434@2freemail.com**

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**BUSINESS ADMINISTRATION IN PROJECT MANAGEMENT**

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| **CORE COMPETENCIES****Able to work under Pressure.****Open – Minded and very keen to learn new methods .****Applications and technologies.**  **Cooperative and a good team player.**  | **PROFILE SUMMARY**Professional and personal development and at the same time furthering my knowledge. Ability and initiative of my profession, as well as to use my skills in the best possible way for achieving the company's goals.Solve problems in an effective / creative manner in a challenging position. |

**ORGANIZATIONAL EXPERIENCE**

**Oct ’17 – Oct ’18: Caterpillar Generator Sets , Sudanese Tractor Company Co. Ltd. - Khartoum, Sudan as Business Development offcer**

* Carried out all recruitment and selection activities for all new hire.
* Calculated the company turnover, track path and area of organizations development.
* Controlled and updated accurate employee’s data with confidentiality.
* Provided advice and support to people related business strategies to support robust.
* Business growth and reinforce a culture of performance focus.
* Carrying out market research, competitors and customer surveys.

**ACADEMIC DETAILS**

* **Bachelor’s Degree in visual communication, 2015 , Limkokwing University of Creative Technology , Malaysia**
* **Master of business Administration in Project Management, 2017 Limkokwing University of Creative Technology , Malaysia**

**OTHERS SKILS**

* Ability to work well under pressure and handle multiple tasks.
* Flexible and adaptive to change, resourceful in getting the work done.
* Excellent interpersonal skills; able to relates well with people from diverse background and cultures.

**IT SKILLS**

* **Microsoft Office** (MS Word, MS Excel & PowerPoint)
* Photoshop, Illustrator, Leadership.

**PERSONAL DETAILS**

Date of Birth: 06 Nov 1990

Languages Known: Arabic and English