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| Amer  [Amer.381911@2freemail.com](mailto:Amer.381911@2freemail.com)  Date of Birth: 15-Sept-1986  Place of Birth: Damascus - Syria  Nationality: Syrian  Marital Status: Single  Visa Status: resident Visa  Emirates Driving License | Scan_Pic0311.jpg |

Objectives

Seeking an opportunity to capitalize on my Basic experience and build long-term career.

Education

July 2004 |High School Diploma in Science

* Grade 120 Score

**Nov 2009 /Feb 2011|A+ - Auto cad 2008 – Photo Shop**

* New Horizon Institute

**Jan 2016 |- Auto cad 2015**

* Sites Power Training Center

Experience

Sept-2004/Jan- 2007 | ManagerAssistant for aKitchen ware manufacturer

Al Lahham Decoration | Damascus- Syria- Daria

* Coordinate the operation and Support a team of 5 people.
* Customer support.
* Follow up the daily work of the team to make the delivery on time to the sites.
* Work As draft man using Auto Cad program to make an elevation drawing for the kitchen.

**Feb-2009 / Jan-2011|Showroom Manager for a kitchen accessories**

Al Waha Trading | Damascus – Syria

* Managed the operations and a team of 5 people.
* Coordinate with agents and business partners.
* Follow up on sales activities including invoicing and account receivables.
* Customer support.

**Feb-2011 / July-2012 |Local Export Department manager**

Al Haram Cargo | Damascus – Syria

* Managed a team of 8 people.
* Responsible of checking all invoices of the freight forwarders.
* Follow up the daily work of the team to make the delivery on time to the Distance.
* Coordinate with local freight forwarders agents and customs broker to get best price with best service.
* Follow up on sales activities including invoicing and account receivables.

**Nov-2014 |Aluminum And Glass Company Supervisor**

Al Haram Cargo | UAE–Sharjah

* Support And Lead a team of 3 people.
* Responsible of checking all sites work done.
* Follow up the daily work of the team to make the delivery on time to the Clint.
* Coordinate with Formanget job mission update .

Skills

* Languages Arabic (native tongue) and fair English.
* Computer Skills Microsoft Office, Al Rasheed Accounting Program, Auto Cad and Photoshop.

# References

References are available upon request