



Firas Nasereddin

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Address: Khobar, Eastern Province, Saudi Arabia

Objective

Seeking a position as an Admin , Sales and Purchasing Manager

Work experience

Afkar Al-Khaleej Est

1995 — 2000

Computer Technician

- Hardware and Software Technician.
- Sales Support.

Ziyad Al-Binali Trading Est.

2000 — 2012

Sales , Purchase Manager

- Supplies for Government and Private Projects.
- Finding the Vendors and Dealer (Local and International).
- Studding the Projects and submitting the bids.

Al-Derbas Group

2012 — 2015

Development Manager

- IT Manager for Microsoft ERP System.
- Following the Employee Tasks .
- Projects and Purchase Supporting

Saudi Hirat Company

2015 — 2017

Marketing Manager

- Supporting and Studding Government Projects, Submitting Bids
- Local and International Purchasing
- Marine , Diving , Industrial Equipment.

Right Step Est.

2017 — 2019

Admin Manager

- Supporting and Studding Government Projects, Submitting Bids
- Local and International Purchasing
- Computer , Stationary , furniture , Office Supplies.

Education

Mechanical Diploma

1991 — 1993

Polytechnic in Amman

Interests

- English Language
- Computer IT
- MS Office (Word - Excel - Outlook)
- Internet and Browsing
- Communications Skills