

Amal asd Al Annab

Human Resources Management

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CAREER OBJECTIVE

Motivated Human Resources graduate eager to apply practical skills in customer service and HR operations to drive team success and growth

EDUCATION

Motivated Human Resources graduate with strong experience in customer service and sales

EXPERIENCE

Customer Service Representative

National Agricultural Development Company (NADCO) | 2024 – 2025

- Assisted customers with inquiries and provided effective solutions.
- Handled complaints to ensure customer satisfaction.
- Maintained accurate records of customer interactions for process improvement.

Customer Service Representative

Al-Muallem Company | 2023 – 2024

- Managed inbound calls and provided product/service information.
- Built positive relationships with customers and ensured high-quality service.

Sales Representative – Longchamp Brand

Bayside Company | 2023 – 2024

- Promoted Longchamp products and achieved sales targets.
- Delivered exceptional customer experiences and enhanced brand loyalty.

SKILLS

◆ Skills

- ◆ • Human Resources Principles
- ◆ • Customer Service & Sales
- ◆ • Effective Communication
- ◆ • Microsoft Excel
- ◆ • Teamwork & Problem Solving
- ◆ • Time Management

Internship ■ Courses

Internship

HR Internship – Riyadh Municipality | 6 months

- Supported HR operations and administrative tasks.
- Assisted in managing and documenting employee records accurately.



Courses

- English Language Course – Imam Muhammad Ibn Saud Islamic University

LANGUAGES

- ◆ • Arabic: Native
- ◆ • English: Good