

JASSER ASHWI ALRUWAILI

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CAREER OBJECTIVE:

Striving to utilize skills and expertise in a challenging work environment, contributing to achieving organizational goals and enhancing performance sustainably. Focusing on innovation and teamwork to attain excellence and success. Aiming to enhance quality and professionalism in all aspects of work, with an emphasis on improving performance and delivering innovative solutions that effectively meet organizational needs.

WORK EXPERIENCES:

- **Field Communication Company (Apple)** Sep 2021 – Dec 2022
Sales Representative
 - Promoted Apple products by providing comprehensive information on specifications, enhancing sales.
 - Built strong customer relationships to ensure an exceptional shopping experience and offered tailored consultations based on their needs.
 - Monitored stock availability, ensured product presence, processed sales transactions, and issued invoices.
- **Relax Center, Turaif** 2021
Receptionist
 - Welcomed customers upon entry and directed them to appropriate sections and services.
 - Managed and organized appointment schedules and consultations, coordinating with internal teams for seamless service.
 - Handled requests and inquiries in person or via phone, providing immediate solutions to concerns.
- **Landmark Arabia - City Max** 2019
Retail Sales Associate & Cashier
 - Welcomed customers upon arrival and provided necessary information about available products.
 - Handled inquiries and complaints, escalating issues to the relevant department to ensure customer satisfaction.
 - Processed cash and electronic payments, ensuring end-of-day account reconciliation.

EDUCATION:

- **Northern Borders University | College of Science and Arts | 2023**
Bachelor's Degree in English Language and Literature
GPA: 4.10/5

SKILLS:

- Microsoft Office programs
- Accurate file management
- Report preparation
- Communication skills
- Organization and time management
- Teamwork and collaboration
- Continuous learning
- Ability to work under pressure
- Problem-solving skills

LANGUAGES:

- Arabic
- English