



AMMAR NASER

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Dubai, United Arab emirates

SUMMARY

- experience as sales representative.
- experienced in problem solving, Microsoft office, follow-up sales activity.
- an excellent collaborator who exhibits strong abilities such as professional attitude and communication.

EXPERIENCE

Data Entry Officer 01/2022 - Present
THREE ECH DOCUMENTS CLEARING

- Typing government transactions, knowing all procedures and laws, and solving problems.
- Work on the system (Ministry of Labor and Employment, Emirates Identity and Ministry of Immigration).

Sales Representative 01/2022 - 05/2022
Three ech

- contact new and existing clients to explore their needs and how certain products and services might meet them.
- prepare sales contracts and submit orders for processing.

Salesman 08/2019 - 09/2020
Aya General Trading

- fostered positive relationships with customers, enhancing loyalty and retention.
- Used outstanding product knowledge, sales and customer relations skills to drive substantial profit increases.

EDUCATION

Pharmacy 2021
Aleppo University - Diploma

CERTIFICATES

ICDL 02/2021 - 08/2021

SKILLS

problem solving	Expert	sales \$ Marketing Alignment	Expert
Microsoft Office	Expert	Sales contracts	Advanced
Follow up sales activity	Advanced		

LANGUAGES

Arabic Native English Intermediate