

Moteb Mohammed Alasiri

Supervising operations & Logistics

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CAREER OBJECTIE :

To join a professional work environment that enables me to develop my practical and academic skills, acquire new experiences, and be an active member, aiming for success and advancement for my generous country and contributing to the development of the workplace I will be in.

EXPERIENCE :

(Warehouse manager - Nana)

Managing and organizing the warehouse and inventory, monitoring daily operations, supervising the workflow in the warehouse and its employees, and ensuring effective communication, organization, and coordination between warehouse supervisors.

(Cloud warehouse supervisor - Nana)

Manage inventory, optimize logistics, track orders, manage your delivery team, and organize deliveries.

(Supervisor - STC Headquarters)

Field supervision, monitoring and following up on team movements.

(Customer service and support - National Water Company)

Receiving inquiries, requests and reports, handling complaints, and providing technical support and suggestions.

(Control Room - Adamacenter)

Follow up operations and write daily reports

EDUCATION :

Diploma: Supply Chain Management and Logistics Operations

Qassim University

Diploma: Business Administration

Bin Rushd College of Administrative Sciences

Courses:

Course: Operations Management

Course: Supply Chains and Logistics

Course: Vocational Training Center (STC) Supervisors

Course: Administrative Report Writing and Correspondence

SKILLS :

Microsoft Excel

Workflow Supervision

Effective communication with the team

Writing administrative reports and correspondence

Languages :

Arabic

English