

Ayah Mohammed Al-Matar

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📍 Saudi Arabia

Career Objective

A graduate with a Diploma in Logistics Services from the Technical College (2023–2025), seeking to build a strong career in logistics and supply chain management. Motivated to grow professionally and develop advanced skills in customs clearance, shipping operations, and logistics coordination. Eager to contribute to a professional team and achieve long-term success in the logistics field.

Professional Experience

- Experience in customs clearance procedures, including FASAH, SABER, and entry/exit permits.
- Managing import and export operations for various types of shipments.
- Coordinating and tracking land, air, and sea logistics processes.
- Creating and managing agreements with logistics intermediaries and freight agents.
- Preparing bills of lading and all related shipping documents.
- Supervising shipping operations (air, land, sea) to ensure timely and accurate delivery.

Skills

- Microsoft Office (Word, Excel, PowerPoint, Outlook)
- Customer service and communication
- Working under pressure and meeting deadlines
- Problem-solving and critical thinking
- Understanding of customs and trade regulations
- Team collaboration and coordination
- Adaptability to fast-paced environments
- Basic knowledge of logistics software and tracking systems
- Fluent in Arabic; good proficiency in English

Education

Diploma in Logistics Services
Technical College, Saudi Arabia
Duration: 2023 – 2025