

Turki Lafi Naif Alharbi

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Career Objective

I seek to develop the work environment and motivate myself to achieve the best results, and acquire new skills that enable me to perform tasks efficiently, and contribute effectively to the success of the team and achieve the goals of the organization.

Education

- Bachelor of Business Administration – Qassim University, College of Business and Economics – Graduation Year: 2025
- Computer Diploma (One Year) – Pioneers Higher Training Institute – Graduation Year: 2024

Work Experience

- **Branch Supervisor – Appetite Foods Co. Ltd . (Dunkin)** | March 2021 – July 2025
Tasks: Supervise the Prince Nayef Bin Abdulaziz Airport Branch.
- **Computer Technician – Al Habas Trading & Transport & Contracting Company** | November 2020 – March 2021
Tasks: Saudi Payroll Officer.
- **Quality Controller – Manahil Al Qassim Sanitary Water Company** | February 2020 – September 2020
Tasks: Coordinate between the factory and sales outlets.
- **Team Member – Saud Al Muhaimed Trading Company** | August 2018 – August 2019
Functions: Treasurer (Accountant).
- **Vehicle Traffic Controller – Talal Al-Sudais Transport Company** | February 2016 – February 2018
Tasks: Monitor the movement of trucks on highways.

Training Courses

- Attendance and follow-up records with Google Forms – Digital Giving
- Digital Marketing & Digital Store Management – Digital Giving
- Zero Trust Approach to Cybersecurity
- Smart Investment and Money Development – Social Development Bank
- Word Processing Software – Human Resources Development Fund
- Introduction to Human Resources Tasks – Human Resources Development Fund
- Project Growth Strategies & Quality Management – Riyadh Institute
- Remote Work Culture

Technical Skills

- Proficiency in computer and Microsoft Office programs
- Efficiently handle cloud storage services (Google Drive and others)

Certifications and volunteering

- Volunteer at Fayd Charitable Association for Cancer Care
- Blood Donation Certificate – Ministry of Health

Languages

- English : Fully proficient in the work environment
- Arabic : native