

BAYAN ALNEFAIE

SALES EXECUTIVE | DATA ANALYSIS STUDENT

CONTACT

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- Dammam, Saudi Arabia

SKILLS

- Excel (Intermediate to Advanced)
- Power BI
- Data Analysis
- SAP (Basic to Intermediate)
- Analytical Thinking
- Problem Solving
- Communication Skills
- Customer Relationship Management
- Sales Strategy
- Teamwork & Collaboration
- Fast Learner

COURSES & CERTIFICATIONS

- 21-Day Bootcamp in Excel, Power BI, Looker Studio & Business Intelligence – Al-Masar Institute (2025)
- Power BI Certificate – Saudi Financial Academy (2025)
- ELEVATE – Women Empowerment in AI (by ICAIRE, Microsoft & SDAIA) – 6-week international training program (2025)
- Supply Chain Management
- Business Continuity & Crisis Recovery

LANGUAGES

- Arabic: Native
- English: Intermediate

PROFILE

Multidisciplinary professional with a strong background in sales and a growing passion for data and technology. Experienced in customer engagement, business operations, and currently pursuing a diploma in Data Analysis with hands-on training in Excel, Power BI, and SQL. Known for being adaptable, analytical, and results-oriented, with a unique ability to connect business insights with data-driven solutions.

WORK EXPERIENCE

Sales, Signtrade Company
Sep 2024 - Present

- Achieved monthly sales targets by analyzing customer behavior and purchase trends.
- Used SAP system to manage orders, monitor stock levels, and generate basic performance reports.
- Collaborated with marketing and sales teams to optimize promotional campaigns using sales data insights.
- Currently studying Data Analysis (Diploma level), focusing on tools like Excel, Power BI, SQL, and Python.
- Applied Excel and Power BI to simulate real sales scenarios and extract actionable insights.
- Strong communication skills developed through direct client interactions and sales negotiations.

Volunteer - Customer Relations & Reception
Dammam Public Library | Saudi Libraries Commission - Ministry of Culture
Aug 2025 - Present

- Welcomed visitors and provided guidance on library services and facilities.
- Assisted in handling customer inquiries and resolving issues in a professional manner.
- Supported front desk operations including visitor registration and information services.
- Enhanced interpersonal and communication skills through direct interaction with diverse visitors.

EDUCATION

Nov 2024 - Jun 2026

Intermediate Professional Diploma in Data Analysis, King Faisal University - College of Computer and Technology