

Khalid Mutlaq Almutairi

 [0501407065](tel:0501407065)

 khalid11km13@icloud.com

 Saudi Arabia

SUMMARY

Mathematics teacher with a Bachelor's degree from Qassim University and diverse practical experience in teaching, customer service, and sales. Highly skilled in classroom management and organizing a learning environment that fosters creativity and critical thinking. Proficient in modern systems and educational technology solutions, with experience in customer service and financial operations management. Aspiring to develop my expertise in a professional work environment and contribute to achieving its goals.

EDUCATION

- **Qassim University – College of Sciences and Arts in Ar-Rass**
Bachelor of Mathematics | June 2023

EXPERIENCE

Al-Fikr Al-Tarbawi Schools

Teacher | 2 years

- Preparing and implementing interactive lesson plans that consider students’ individual differences.
- Utilizing modern educational tools and STEM methods to enhance understanding.
- Monitoring student performance and providing periodic reports to parents and administration.
- Classroom management and developing students’ discipline and motivation skills.

Landmark Arabia

Cashier | 7 months

- Welcoming customers and providing fast and professional service at the point of sale.
- Handling financial transactions accurately (cash and card).
- Maintaining counter organization and ensuring price and promotion accuracy.
- Collaborating with the sales team to achieve branch goals.

Basaket Trading Company

Cashier | 7 months

- Executing sales operations accurately and efficiently.
- Handling customer inquiries and complaints professionally.
- Monitoring and organizing product inventory at sales points.
- Ensuring company policies for customer service are applied.

Bayt Al-Jawal Communications

Cashier | 7 months

- Managing daily sales and payment operations efficiently.
- Providing customers with information about devices and available offers.
- Troubleshooting minor device issues and directing customers to maintenance services.
- Contributing to achieving monthly sales targets.

SKILLS

Technical Skills:

- Digital classroom management and interactive educational tools.
- Electronic Point of Sale (POS) systems.
- Using Microsoft Office programs.
- Basics of digital marketing and sales management.
- Using smart education and e-learning applications.
- Monitoring inventory and managing products electronically.

Personal Skills:

- Effective communication with students and customers.
- Ability to motivate and build a positive environment.
- Time management and task organization.
- Problem-solving and quick decision-making.
- Teamwork and collaboration.
- Flexibility and adaptability to different work environments.

COURSES

- Hands-On Teaching Tools in Mathematics – Training and Scholarship Department (Educational Training in Ar-Rass).
- Artificial Intelligence in Education – Training and Scholarship Department (Educational Training in Ar-Rass).
- STEM Methodology Application – Al-Fikr Al-Tarbawi Schools.
- How to Formulate Lesson Objectives and Learning Outcomes – Al-Fikr Al-Tarbawi Schools.
- Developing Classroom Management Skills – Al-Fikr Al-Tarbawi Schools.
- Sales Performance Management – Hadaf Platform.
- How to Practice Marketing – Hadaf Platform.
- PowerPoint Presentation Program – Hadaf Platform.

ACHIEVEMENTS

- Certificate of Appreciation from Qassim University – Participation in the “Achievement Makers” ceremony for university sports teams – 5 hours (3/11/1444H).
- Certificate of Appreciation from Al-Fikr Al-Tarbawi Schools – For efforts during the academic year 1445H.
- Certificate of Appreciation from Qassim University – Attending the final match of the university football team – 4 hours (March 2023).

LANGUAGES

- Arabic – English.