

ABDULELAH ABDULAZIZ BEDIWI

Personal Information

Name: Abdulelah Abdulaziz Bediwi

Nationality: Saudi

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Career Objective

I am seeking a challenging position in an organization where I can contribute to achieving its goals and develop my skills. My goal is to work in an environment supportive of career development and growth.

Academic Qualification

Bachelor's degree in travel and tourism management
King Abdulaziz University

Certificates and Courses

- English language course
- Quality and safety basics for recreational events course (Hadafe Dorooob)
- Self management course (Hadafe Dorooob)
- Microsoft Word course (Hadafe Dorooob)
- Microsoft PowerPoint course (Hadafe Dorooob)
- The fundamentals of event management course (Hadafe Dorooob)
- Labor Education according to Saudi labour law course (Hadafe Dorooob)

Experience

- Telephone operator | Crowne Plaza Hotel (08/2023 - 12/2023)
 1. Boosted customer satisfaction by 30% through efficient call handling.
 2. Optimized call routing, decreasing wait times by 40%.
- Showroom Receptionist officer | Najeeb Auto Company (08/2024 - 01/2025)
 1. Expertly managed a busy front desk, elevating client impressions.
- Governance and Compliance Coordinator | Najeeb Auto Company (02/2025 - 06/2025)

1. Successfully managed high visitor volumes, improving customer satisfaction.

Personal Skills

- Communication skills
- Teamwork
- Problem Solving
- Adaptability
- Time Management
- Leadership
- Decision Making

Languages

- Arabic
- English