

HELLO! I'M

Mohammed AI YAHYA

2957 -Al Badiyah District Al Qatif
32655-8984 Saudi Arabia

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ABOUT ME

Seeking an opportunity to apply all my expertise and knowledge in General Management to be in a challenging position to gain more experience to assist the organization with its growth.

CONTACT

Mo.ali.1994.B@gmail.com
Eastern Province

EDUCATION

Central Michigan University
Mt. Pleasant, Michigan
General Management
Graduate, May 2022

Mid-Michigan College, MI (May 2014 - August 2018)
Completed transfer credits.
Central Michigan University (CMU), Mount Pleasant,
MI (January 2020 - May 2022) Bachelor of Science
Major: General Management

LANGUAGE

English
Arabic

TECHNICAL PROFICIENCIES SKILLS:

Communication
Problem Solving
Team Work
Time Management
Professionalism
Critical Thinking
Adaptability
Able to Multitask
Attentions to Detail
Computer Skills - Microsoft office
- SAP ERP system

TOOLS:

Microsoft Word, Microsoft PowerPoint,
Microsoft Excel, Microsoft Visio, Microsoft Project.

WORK EXPERIENCE

CENTRAL MICHIGAN UNIVERSITY
January 2020 - January 2021

Valentina helps people who became a new student to the university to them know about the program.

Door Dash

- Interacted with multiple restaurants each with diverse cuisines.
- Accomplished more than 330 deliveries to different locations and customers (December 2020- May 2022).

MA International Shipping Inc - USA

Generating invoices, processing payments, and receiving bills - Designing, developing, and generating weekly/monthly reports.

- Determining the method of shipment, utilizing knowledge of shipping procedures, routes, and rates. (January 2014 -MAY2022).

IMPORTANT COURSES

- Management Information Systems
- Managerial Strategy and Policy
- Organizational Decision
- Making Systems Analysis
- Management and the External
- Environment Research in Business Business Communication
- Writing Communication

EXPERTISE - Budgeting - Revenue Analysis - Forecasting - Problem Solving - Analyzing Business Problems