

SAIF ALSAIF

CONTACT

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SUMMARY

8 years of experience in different working environment that gives me the skills and the capability of dealing with pressure. I have background on the following:

- Insurance field
- Security Cameras & Infrastructure
- Reporting and secretary skills

SKILLS

- Data entry
- Multi-tasking
- Solving problems
- Working under pressure
- Hard worker
- Communication skills

OBJECTIVES

Seeking for full time opportunity with organization that allows me to benefit from my experiences, enable me to overcome challenges and develop my skills.

WORKING EXPERIENCE

Customer Service, AXA insurance company , 6-2017 to 6-2021

- Good experience in all insurance sector
- Worked as a customer service where dealing with multiple product as:
- Motor coverage
- Travel coverage
- Receiving claim reports
- Issuing a daily report

Co-founder, ALMUSSH'A 8-2014 to 6-2017

- Co-founder of ALMUSHE'A establishment. A company that provides security cameras, alarm system, etc.
- A company had contracts with government sector establishing network system as well as security services.

Secretary , Boarder Guards, 6-2013 to 10-2014

- Preparing report
- Supply chain

EDUCATION

Bachelor of Business Management, January, 2018
King Faisal University

CERTIFICATIONS & TRAINING

- IFCE (Insurance Foundation Certificate)
- Money Laundering Certificate
- Costumer service
- Travelling insurance products
- The proper Motor insurance certificate

LANGAUGES

- Native in Arabic
- Basics of English