



Mahmoud mohammad Odha

Specialist and training consultant for projects, marketing and sales

An professional passionate person who can work with passion and fast learner, Energetic and motivated individual, who is highly organized and skilled at balancing needs of clients in both personal and professional capacities.

Contact

Phone

+966-552867679

Email

mahmoud9898@gmail.com

Address

Riyadh, Saudi Arabia

Nationality

Jordanian

Education

Diploma

1991

Arab College

Arabic Language
& Psychology

ENGINEERING SKILLS

- experience with a scientific study of computer
- experience in dealing with customers
- Project management skills.
- Attention to detail
- PLANNING
- Flexibility and ability to manage priorities
- Organization
- Maintain a professional demeanor.

Experience

2014 - Present

Al Faisal International Academy - Riyadh

Project Director

- Dealing with all academy departments
- manage more than 3000 students
- Preparing the exams for the students and divide the teachers for the classes
- solving the issues and finding the best solutions
- getting a deals from other companies and brings a contracts for the academy
- Negotiating and managing
- Understanding and studying the plan of the project in the academy
- after bring the deals, i use to make a groups and divide the teachers of that groups than following up with theirs performance and working hours.
- procced a certificate to the students.
- doing a graduate party for each group has been graduated.
- following up with outside projects as well.
- watching the students presenting time.
- evaluate how well teachers are doing
- evaluate the performance of the student and their behavior and attitude
- reporting to the high managements, daily, weekly and monthly
- following up with students from A - Z
- ETC...

Projects that i use to get their deals and handling It from A - Z

- Royal Guard
- Ministry of Defense
- Education Authority
- Al Rajhi Banks, Albilad, Alinma
- Border Guards
- Bodies: Innate, Tadawul, Capital Markets
- Ministry of Interior
- Miscellaneous Computer Companies
- Civil Defense
- Land Forces
- Public Security - Airlines & Ground Services
- Military Academy
- Military Academy - Funds: Agricultural Development, Human Resources.

Personal SKILLS

- flexible with solving the problems and find a solution
- Self-motivated and able to learn.
- **Organizational Skills**
- Listening more than talking
- Action taken and decision maker
- Flexibility and ability to manage priorities
- Management Skills
- Smart and fast learner
- Hard worker and work under pressure

Certificate

**LONGEVITY INSTITUTE FOR
PROFESSIONAL MANAGEMENT
ON-GEVITY DEVELOPMENTS**

Diploma in Business
Administration

**LONGEVITY INSTITUTE FOR
PROFESSIONAL MANAGEMENT
ON-GEVITY DEVELOPMENTS**

Diploma in Marketing and sales
Managements

2009 - 2014

[Al Faisal International Academy – Riyadh](#)

Governments Projects Director

2006 - 2009

[Al Faisal International Academy – Riyadh](#)

Public Relation In charge

2002 - 2005

[Al Watania Company - Riyadh](#)

Student Affairs Supervisor

1999-2002

[Al Watania Company - Riyadh](#)

expiation supervisor and marketing

1995-1998

[INT.ENG.CO. - Amman Jordan](#)

Multi Branch supervisor and Customer care

1993- 1995

[Almoruj Dairy company - Amman Jordan](#)

supervisor assistant for sales and production

1991- 1993

[Alsahub school - Al-Balqa'a Jordan](#)

Arabic Language Teacher

Thank you for considering my application. I hope to bring my industry expertise and experience to an organization like yours,

Please don't hesitate to contact me.

Mahmoud mohammad Odha