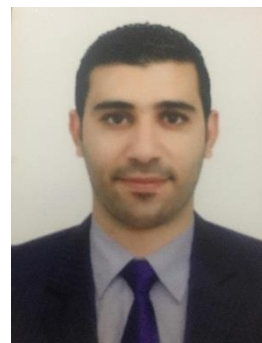




Europass Curriculum Vitae



Personal information

First name(s) / Surname(s) Mohammad Khloof
Address(es) UEA – Abu Dhabi

Mobile 0504562016
E-mail mohammadkhloof@gmail.com

Nationality Syrian

Date of birth January 1th 1991

Work experience

Dates	Position held	Name and address of employer
February 2009 till May 2015	Responsible for programming accounting software	(LEAD company) - Contacting and Traiding Syria – Damascus http://www.lead-ae.com
May 2015 till November 2017	(Administator) Procurement section	(LEAD company) - Contacting and Traiding Algeria – Alg http://www.lead-ae.com
December 2017 till February 2019	Sales department official	SOLIDAD company Manufacture of perfumes and cosmetics Algeria – Alg
Mars 2019 till November 2019	Sales department official	SURUR company Sell Furnishings & Home Furniture Turkish - Istanbul

Education

Title of qualification awarded	Commercial Baccalaureate 2009 Bachelor Degree in accounting 2010 -2014
Name and type of organisation	Tishreen University - Faculty of Commerce Syria - Lattakia
Mother tongue(s)	Arabic
Other language(s)	English and French
Technical skills and competences	<ul style="list-style-type: none">- Have a good experience in General business relations and HR.- Attending meetings, writing reports and giving presentations to managers and clients.- Training course for twenty days about color consistency and its role in the will of the customers (Syria – Damascus).- Ability to work under pressure, endure the hardship with staff team.- A certificate of appreciation from the British company Petrofac .
Computer skills and competences	<ul style="list-style-type: none">- Excellent with Operating Systems (WINDOWS series).- Excellent with Microsoft Office Package and internets.- Very good with Alkhawarzmy Accounting program.- International computer driving Licence (ICDL certificate).- Technical accounting specialist (AL Ameen program)
Physical condition	Excellent