

ENG. SAMIR AL SHARBAJI

Address · +905523195687

Email · samiralsharbaji@gmail.com

Seeking a position that offers long-term career growth in administration, IT, or marketing, where I can demonstrate my potential and contribute to the company's success. I am driven to enhance performance, productivity, and operational robustness, and I aim to secure a role that challenges my skills while providing opportunities for professional development.

EXPERIENCE

MAR 2004 – 2006

ACCOUNT MANAGER

SAYYAR AL HUSSEINI ELECTROMECHANICAL CONTRACTING CO.

Presentation, Pricing and invoicing by coordinating with accounts dept. for all projects and handling the foremen schedule and attendance sheets follow up the projects' plan

Preparing Contracts and purchase orders

Booking flights and hospitality for the GM and VIP guests

AUG 2006 – APR 2017

COORDINATOR FOR AGENCIES DEPT. AND THEN PROMOTED TO ACCOUNT EXECUTIVE, MEMM

Planning and drawing marketing strategy, internal procedures, and paper works with other departments.

Handling Local Agencies and other Direct Clients

JAN 2008 – NOV 2008

MARKETING MANAGER, ALIREZA HOLDING

Handle all marketing jobs (leasing , decorations, marketing tools, posters, bundles offers , promotions) for i.zone (Apple premium retailer store), and Tokyo Games (gaming consoles and games PS, Nintendo, Wii , Xbox ..)

MAR 2018– MAY 2019

ACCOUNT MANAGER / PROJECT MANAGER, TEJOURY

Handling ittihad club's projects (renovation works and maintenance for all the club facilities , security and CCTV, SOFTWARES , ERP , Archiving solution, scanning files, Trainer) and selling archiving solution for Direct Clients

Nov 2019– Oct 2021

**ACCOUNT MANAGER / IT SUPPORT / QUALITY CONTROL,
ELITECO FACTORY TR**

Handling IT issues (digital marketing , the website , CCTV system , backups)
Checking and testing the products
Pricing and quotations and presentation under my responsibility
Sending and receiving the orders and shipments

Nov 2022 – apr 2023

Academic director
Eliteco Group

Organizing and scheduling the program courses that are specialized for employees in certain domains such like petroleum engineer, Cisco networking
Coordinating and collection job
Attendance sheets
Certificate preparing and distributing
Make sure to get all tools and rooms ready for students

Oct 2023 – Mar 2024

Operation executive
Mira health and beauty Co

Handling all patients issues that related to logistics and transfers from hotel to airport to clinics

Nov 2025 – Recent

Web Developer
Freelancer

Worked as a freelance front-end web developer, designing and implementing responsive, user-friendly websites using HTML, CSS, Bootstrap, JavaScript, vue.js and React.js modern frameworks, while currently studying back-end development to become a full-stack developer.

EDUCATION

FEB 98

HIGH SCHOOL, ALTAYSEER
scientific section 91% GPA

FEB 2002

COMPUTER ENGINEER ASSISTANT, DAMASCUS UNIVERSITY

With 73% GPA

FEB 2008

IT, ARAB OPEN UNIVERSITY

Bachelor degree, major science and information technology and computing With 2.4 GPA

SKILLS

- Communication skills
- Marketing & Sales Experience at KSA market •
- Analyzer and Trainer
- Pre-Sales or After Sales developer •
- Supervision and leader
- Handling Multitasks
- Create good impression
- Generate ideas to develop the business

- Responsible and serious
- Self-learner • Professional user at :
 - Windows, Mac OS, Unix, Linux
 - Microsoft Office, Photoshop, IPSOS Statex, BARC, Advisor, Navouri, O'niel, Therefore, Lazerfiche, DAFATER, HubSpot
 - Programming small projects
 - Laptop & PC maintenance
 - Social Media
 - Following Tech views and blogs
 - vue.js

ACTIVITIES

I had finished advanced level at A.L.C. (American Language Center) in Damascus, Syria. Also, I had finished intermediate level at F.S.C. (Franco Saudien Centre) in Jeddah, KSA. I had taken trained on special courses that are:

- The Analysis
- Learn your self
- How to Sell & put marketing plans
- Selling to informal group
- Secrets of success
- Speech & Leadership

- Influencer – the power to change anything
- Sales Skills – Alliance

On Progress

I am planning to take more courses in computing and technology in addition to develop apps. In near future I am planning to take business English courses and ILETS as well and to continue from where I stopped in French courses too.

Jobs that I see myself

- Analyzer and Trainer
- Web Developer
- Team Leader & Supervisor
- Marketing
- IT manager assistant
- Administration
- Operation & Projects

PERSONAL INFORMATION

Born in Jeddah, KSA 1981

Syrian

Married and have two kids

Arabic, native English , intermediate level Turkish , intermediate level

French , beginner level

Football, basketball, Swimming, Horse-riding, and Reading are my hobbies