# Ahmed Saleh Balkhoyor

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## Objective:

To elevate the organization's level to meet the state's aspirations through Vision 2030, activate government roles, foster team spirit, and generate a new era that achieves organizational goals and provides mutual benefits.

## Education:

Bachelor of Business Management, King Abdulaziz University, 2019

## Professional Experience:

**Alissa Universal Motors (September 2022 - Present)***Position: Treasurer*- Manage cash, credit, or check transactions with customers.  
- Ensure all invoices are recorded and daily reporting.

**Gulf Shining Marketing & Business Solutions Ltd. (October 2020 - December 2020)***Position: Customer Service*- Handle customer calls, document issues in the system, ensure resolution through technical support.

**Modern Electronic Company Limited - Sony (June 2012 - April 2019)***Position: Secretary*- Prepare financial documents and invoices.  
- Conduct periodic inventory checks on exhibitions and warehouses.

**ALJOMAIH AUTOMOTIVE COMPANY (June 2007 - May 2012)***Position: Treasurer*- Handle cash, credit, and check transactions.  
- Ensure accurate billing and daily reporting.

**Al Zahid Trading & Development Company Limited (June 2004 - February 2005)***Position: Sales*- Provide product information, make sales suggestions.

## Certifications:

Associate Member of SOCPA (Saudi Organization for Certified Public Accountants)  
Membership No: 161792  
Valid from April 17, 2022, to December 19, 2025

## Skills:

- Effective communication in Arabic and English  
- Proficient in computer use  
- Strong sense of responsibility and merit

## Languages:

- Arabic (Native)  
- English (Fluent)