

Sara Al-Qrarah

CAREER OBJECTIVE

Seeking a challenging position with progressive organization, where there is an opportunity for growth and creativity.

CONTACT INFORMATION



Tafila, Jordan



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PERSONAL INFORMATION

- Gender: Female
- Nationality: Jordanian
- Date Of Birth: 15th Sep 1994

CORE COMPETENCE

Time Management

Communication Skills

Customer Services

Multitasking

SOFTWARE SKILLS

✓ MS Office ✓ Social Media

LANGUAGES

-Arabic: ★★★★★

-English: ★★★★★

PROFESSIONAL ABSTRACT

- Fully aware of diversity, who can communicate clearly & effectively with People from all social, cultural and professional backgrounds.
- I consider my key attributes to be my strong work ethic, true passion, Dedication, organizational skills, a keen eye for detail, and my willingness To go the 'extra mile' to complete any task.

EDUCATION

-Bachelor Degree

In Civil Engineering Building and Construction.

Tafila Technical University, Jordan | 2012-2017.

EXPERIENCE

-Customer Service

Zain Company

Nov 2021 - Apr 2023

Responsibilities

- Maintain working relationships with existing clients to ensure exceptional Service and identification of potential new sales opportunities.
- Regularly interact with customers to understand their needs and Recommend the right products and services for them.
- Develop and apply in-depth product and services knowledge to answer Customer questions and determine appropriate solutions.
- Resolving customer's questions about their orders they bought.
- Take proper care of customers & answer all their questions to help them Get the most out of the company's services.

PROJECTS

- ❖ Wind Energy Projects | Oct 2019.