

Abdurahman Al-mubarak

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Career Objective

I am seeking a job opportunity in a professional environment that allows me to employ my skills and experience effectively and contribute to achieving the organization's goals through teamwork and innovation. I aspire to continuously develop my capabilities, achieve the highest levels of quality and productivity, and contribute to improving institutional performance in accordance with the best professional practices.

Education

- Master of Business Administration Professional London College (MBA)
 - Bachelor's degree in Islamic Studies, graduation year 2024, Majmaah University
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Work Experience

Project Manager – Next Level International Oct 2025 – present

- Leading the strategic planning of projects by defining scope, objectives, and KPIs to ensure alignment with the company's vision and measurable outcomes.
- Managing project execution and overseeing cross-functional teams to ensure adherence to budgets, timelines, and high-quality deliverables.
- Monitoring project performance and developing continuous improvement plans while managing risks and implementing effective mitigation strategies.
- Analyzing client needs and identifying business development opportunities to support company growth and enhance revenue.

Account Manager – No limits company Jul 2024 – Sep 2025

- Strengthening corporate communication with key clients through relationship management and aligned, professional interactions
- Attracting target clients through field visits
- Dealing with government bodies and official platforms such as (Etimad)
- Presence at events and conferences and visits to exhibitions to know market requirements
- Preparing and delivering presentations to clients
- Management and supervision of project implementation
- Developing and maintaining strategic partnerships with key clients

Administrative Control Manager April 2023 – June 2024

Ali Al-Adhri Office for Auditing and Accounting

- Developing the main objectives of administrative control.
- Designing program frameworks that contribute to achieving strategic goals.
- Monitoring the implementation and execution of control programs.
- Coordinating with various departments to ensure improved administrative efficiency.

Sales And Marketing Specialist – International Partners Company April 2019 – January 2021

Marketing Department

- Working within various projects such as Huawei, Canon, Honor
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Professional Certificates

- certified Business Professional Project Management (IBTA)

Courses

- Project Management PMP Diploma
 - Public Relations and Marketing Diploma
 - Business Strategy and Development – Ministry of Tourism
 - Project planning - Misk Foundation
 - Entertainment Content Creation – General Entertainment Authority
 - Marketing Communication – Ministry of Tourism
 - Business Events Management – IE University
 - Design and Planning of Entertainment Events
 - Total Quality Management and Performance Measurement – TVTC
 - Risk Management RMP
 - Administrative Supervision and Organization – TVTC
 - Effective Communication with Customers
 - Excel Spreadsheet Skills – TVTC
 - Event Management – Ministry of Tourism
 - The Art of Event Production
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Personal Skills

- Proficiency in using computers and all office programs
 - Speed of learning and gaining experience
 - teamwork
 - Technical and managerial knowledge
 - Ability to withstand work pressure
 - Decision-making and problem-solving
 - Negotiation and persuasion
 - Leadership skills
 - Distinctive time and resource management
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Languages

- Arabic
- English