

# Majed Mubarak Al-Humaidi Al-Rashidi

Qassim & Hail, Saudi Arabia | 0530078280 | mamjed1994@gmail.com

## Professional Summary

Motivated and detail-oriented professional with solid experience in transportation and logistics operations, administrative affairs, human resources, government relations, and operational management. Seeking to leverage leadership, strategic planning, and coordination skills to achieve organizational objectives and enhance operational efficiency within a regional or national transport operations management role.

## Professional Experience

### Land Transport Operations Supervisor – SASCO

*July 2021 – Present | Qassim & Hail, Saudi Arabia*

- Overseeing daily transport operations and ensuring smooth logistics workflows.
- Managing distribution schedules, operational reports, and stock control.
- Handling administrative affairs, recruitment, and HR coordination.
- Managing government relations and compliance documentation.
- Supervising truck maintenance and supplier relationship management.
- Supporting continuous process improvement to optimize operational performance.

## Education

- Bachelor's Degree in Islamic Studies
- Executive Diploma in Human Resources Management

## Training & Courses

- Human Resources Planning
- Team Management
- Performance Management
- Time Management
- Artificial Intelligence in HR
- Quality Management System
- HR Internship – Municipality of Oyoon Al-Jiwa (3 months)

## Key Skills

- Transport & Logistics Management
- Administrative Affairs
- Human Resources & Recruitment
- Government Relations
- Operational & Strategic Planning
- Supplier & Vendor Management
- Negotiation & Communication
- Team Building & Leadership
- Computer Literacy (MS Office, Reporting Systems)