



KADDOUR HALMI

34 years old, unmarried, driver license owner.

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COMMERCIAL/TRANSLATOR

▷ OBJECTIVE

Starting my professional career in the construction field, I have forged several skills in ironwork, Central heating, and masonry while progressing my studies and my passion for modern languages which was crowned by a bachelor degree in translation French Arabic English then I discovered the commercial job that I loved and mastered and been working in for almost 12 years now.

▷ SKILL HIGHLIGHTS

Languages: Arabic, English, French

Word, Excel, PowerPoint, Access, Outlook, ERP systems, Hardware repairing

▷ EXPERIENCE

SARL SUD COLOR |

BUILDING MATERIALS COMMERCIAL

- Follow-up purchases and sales of different products (SIKA, BASF, SEIGNEURIE, CEMENT, MONOLAYER, RENOVATION MATERIALS ...).
- Customer portfolio in the field of construction.
- Monitoring of stock and ongoing projects.
- Invoicing and mastery of commercial management software.
- Maintenance of computer software and hardware within the company.

EURL PROMO DAR |

INDIAN WORKERS SUPERVISOR

- Interpret for Indian workers.
- Tracking and payroll of foreign workers.
- Monitoring the needs of construction equipment, work, catering and hygiene of the workers' living base.
- Support off-base workers for medical follow-up.

ELHOUARA IMPORT EXPORT |

BUILDING MATERIALS STORE MANAGER

- Sales software Management.
- Wholesale and retail sale of building materials.
- Development of import allowances, invoices, delivery notes

ELAIB Rafik |

BUILDING MATERIALS STORE MANAGER

- Retail construction materials
- Purchases and sales management

▷ **EDUCATION**

Bachelor's degree in translation French Arabic English

2008– 2012 | Constantine Algeria

University of mentouri

▷ **PERSONAL INTERESTS**

Sports activities: Swimming, hiking, fishing, football.

▷ **REFERENCES**

KADDOUR, HALMI, kaddrum20@gmail.com