

# Ardalan AHMED

## Work History

2011-04 -  
Current

### Academic Researcher

*Salahddin University- Erbil, Erbil, Iraq*

- Performed various administrative functions, including filing paperwork, delivering mail, sorting mail, office cleaning and bookkeeping.
- Managed quality assurance program including on site evaluations, internal audits and customer surveys.
- Received training and certification from [Brand] to represent brand, explain technical functions of mobile devices and guide product selection by customers.
- Monitored social media and online sources for industry trends.

2018-03 -  
2019-04

### Director Of Sales And Marketing

*Karsiyaka Plastik Co., Izmir, Turkiye*

- Encouraged cross-selling of additional products and services through relationship-building and acquired understanding of customer business needs.
- Aligned company goals with customer outcomes and increased satisfaction by automating contact management systems.
- Drove team and company profits by developing and strengthening relationships with industry partners and potential clients.
- Collaborated cross-functionally with headquarters, regional and other teams nationally to maintain consistent message and experience.
- Exceeded sales quotas and increased profitability through effective sales strategy and business planning.
- Monitored sales team performance, analyzed sales data and reported information to area managers.

2016-05 -  
2016-12

### Director Of Operations

*General Consulate Of Turkey In Erbil, Erbil, Irak*

- Evaluated incoming materials for quality and

## Personal Info

### Address

Newroz  
Arbil, 212, 44001

### Phone

07504203898

### E-mail

ardalan.ahmed87@gmail.com

## Skills

- Academic monitoring
- Academic writing
- Academic goal advisement
- Social and academic development
- Published researcher
- Efficient researcher

## Software

1. Computer efficient
2. Great communication with other
3. Excellent organization skill
4. Time management
5. Leading the team work

## Languages

- Kurdish
- Arabic
- English

- amounts ordered.
- Analyzed project blueprints and specifications to identify exact number of [Job title]s needed to complete job.
- Communicated daily with vendors to keep project fully operational.
- Reviewed project details to ensure correct materials and equipment were brought to job sites.
- Evaluated each staff member's strengths and assigned tasks based upon expertise and background.
- Interacted in positive manner with employees to demonstrate high standards and mitigate issues effectively.
- Handled all issues with relative ease by implementing best practices and applying critical thinking skills to find best solutions.
- Interviewed, hired and trained new workers.
- Set and revised production schedules to meet changing demands.
- Ensured projects were completed according to approved time, quality and cost estimates.
- Asserted control over material usage and contractor man-hours to keep projects in line with budgetary restrictions.
- Excelled in every store position and regularly backed up front-line staff to keep expertise fresh and relevant.

- Turkish
- Persian
- Latin
- ancient Greek

2014-03 -  
2016-09

### **Assistant Director**

*UDEF, Federation Of International Student Associations ,  
Kahramanmaras, Turkiye*

- The International Student Gatherings; is a programme aimed at helping the international students who come to our country for education to be recognised and known by the public, for them to gain organisation ability, for these students who are guests in our country get to know our country better, to introduce their countries and to meet with our people.
- The federation carries out its organization through the regional coordinators to monitor the activities of

the associations affiliated with our federation, to establish new associations and to support them more with volunteers. The regional system not only provides better contact with existing associations and volunteers, but also post volunteers to cities that there are no volunteers.

- The International Student Symposium is a study conducted in order to draw attention to the phenomenon of international students and to create a literature in this field which do not have enough academic interest in our country.
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## Education

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| 2019 | <b>Ph.D.: Classical, Ancient Mediterranean, And Near Eastern Studies</b><br><i>Dkuz Eylul University, Izmir</i> |
| 2016 | <b>Master of Science: Ancient Greek</b><br><i>Kahramanmaras Sutcu Imamuniversity, Kahramanmaras</i>             |
| 2010 | <b>Bachelor of Arts: History</b><br><i>Salahaddin University Erbil, Erbil</i>                                   |

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## Interests

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- Microsoft office
- Adobe photoshop
- Windows
- Graphic design