# **Ali Al Nasser**

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***Education:*** High school certificate in Natural Science, 2013.

Al-Nasera Secondary School, Qatif, Saudi Arabia.

* GPA: 98% (Grade: Excellent).

Studied English courses at King Fahd University of Petroleum and Minerals (KFUPM), Dhahran, Saudi Arabia.

* Courses studied:
  + English 101: An Introduction to Academic Discourse (Grade B).
  + English 102: An Introduction to Report Writing (Grade C+).
  + English 214: Academic and Professional Communication (Grade B).

***Skills:*** Speaking English as a second language.

A good user of Microsoft Office (Word, Excel, PowerPoint).

Ability to work in team.

Willingness to learn and develop.

Have basic knowledge in administrative majors.

**References Available Upon Request**