



NAJAH ALRASHIDI



Jubail city, Eastern Region



+966 53 386 9309



Nja7ah.m7@gmail.com

SOFT SKILLS:

- Communication skills.
- Team worker.
- Time management.
- Project management

LANGUAGES:

- Arabic (native).
- English (Excellent).

COURSES:

- Cyber Security (2021-01)
- Modern Management Technologies (2021-02)
- Telecommunications Sector (02-2021)
- Strategic Planning (2121-03)
- Soft Skills Program (2021-07)

OBJECTIVE:

- A Fresh graduate seeking an entry-level position to assist in the best way possible to develop my skills and expand my knowledge.

ACADEMIC QUALIFICATIONS:

- Bachelor degree of science in the field of Management Information Systems.

TECHNICAL SKILLS

- Microsoft Office & projects proficiency.
- Oracle, SQL programming.
- Data visualization, Tableau.
- JavaScript programming.
- Business Analysis and Design.

WORK HISTORY

- Tamimi Industrial Services - Internship
Administrative Assistant (09-2020) – (12-2020)

REFERENCES:

Company Supervisor

Fatimah Almutairi

Project Coordinator – Housing Maintenance Department

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