

WJDAN MANAHI ALOTAIBI

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Profile

I am Wjdan, Graduated from Imam Abdulrahman Bin Faisal University, Bachelor degree. I worked as Admin Assistant and participate my knowledge in many fields including IT . My objective to join an organization work to implement Kingdome of Saudi Arabia 2030 vision and eager to improve working applications and build new working interface using latest technologies.

Education

Nanodegree in Business Analytics, Udacity learned to analyze data and build models with Excel,query databases using SQL, and create informative data visualizations with Tableau.	2021
BA. Management Information Systems, IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY GPA: 4.00/5.00	2019

Work experiences

Admin Assistant at Personnel Administration (Apprenticeship), IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY	02/2021 – 05/2021
Software Developer (TAMHEER Program), Dolf Technologies Co. Ltd <ul style="list-style-type: none">Developed a learning management system "academy MONSHAAT"Created Users' manual Documents for the portal.Developed augmented reality.	11/2019 – 05/2020
Instructor Assistant, mawhiba Mawhiba Universal Enrichment Program <ul style="list-style-type: none">Trained & supervised 12 talented students in entrepreneurship.	06/2019 – 07/2019
Admin Assistant (Intership), MINISTRY OF MEDIA <ul style="list-style-type: none">Managed meetings and criticized daily reports.Practised processing management for HR(Vacation, bonus, deduction ,duties...)	06/2018 – 09/2018

Volunteer Experiences

Volunteer, King Abdulaziz Center for World Culture(ITHRA)	01/2019 – present
Amember in Aoon club in Planning and Development Committee., IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY	2019
Volunteer, SULTAN BIN ABDULAZIZ SCIENCE& TECHNOLOGY CENTER (Scitk)	2018
Amember in AOOD CLUB in Human Resources Committee., IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY	2018

Courses

User Experience/User Interface (UX/UI), Web Design, NIT Academy	2021
THE FUTURE OF WORK FUNDAMENTALS, Udacity	2021
Fundamentals Of AR Development with Vuforia Studio, ptc university	2020

Skills

Personal Skills (Impressive analytical thinking,Passionate about learning,Excellent team player,great at communicating,Creative problem solving,Likes to achieve accurately,Organization ,Time management)

Technical skills: (database management,PHP, SQL server , MY SQL , MOODLE , CSS 3 , HTML5 , javascript, jQuery, Web Design.)

Languages : (English • Arabic)

Projects

Analyze NYSE DATA,Udacity

I performed data analysis for a group of companies, created a presentation file to share my results, and created an Excel workbook containing your calculations for summary statistics, dashboard, and forecast scenarios.

Senior Project: PROJECT ACSESS PORTAL (PAP)

The graduation project was completed with the work team and it is a website that displays the graduation projects of university students during previous years. An ASP.NET language connected to the database was used.