

# GHADAH ALAHMARI

## COMPUTER INFORMATION SYSTEM

### CONTACT ME AT

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### SKILLS SUMMARY

- Microsoft Office
- Database Design
- MySAL
- Fast Learner

### LANGUAGES

- English
- Arabic

### PERSONAL PROFILE

Extremely motivated to develop my skills and grow professionally in Computer Information System, confident in my ability to come up with interesting ideas.

### WORK EXPERIENCE

#### SDA Virtual Internship Trainee

SDA Virtual Internship | 27 Sep 2021- 17 Dec 2021

- Business Development in Kaleidoscope Company

#### Administrative Assistant

Imam Abdulrahman Bin Faisal University | Feb 2018 - Apr 2018

- Translating quality rules and regulations for employees and entering regulations into the system.

#### Trainee in Ertiqa

Ertiqa Charity Association | May 2016 - July 2016

- Volunteered in summer course for Ertiqa Charity in fixing computers.

### EDUCATIONAL HISTORY

#### Bachelor Degree in computer Information System

Imam Abdulrahman Bin Faisal University

Mar 2013 - Jun 2017

#### IT Business Analysis Course

Ministry of Communications and Information Technology

Jun 2021- Jul 2021

#### Soft Skills Course

Ministry of Communications and Information Technology

1 Aug 2021- 5 Aug 2021