

ABDULLAH ALANAZI

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EDUCATION

2019

Bachelor's Degree In Human resources

Business Administration College

Northern Borders University.

EXPERIENCE:

HR Specialist

Esham For Social Guidance , Nov 2020-Now:

My Responsibilities Include:

- HR Planning in coordination with Departments.
- Hiring Process (Interviews , Gosi Reg.)
- HR operations (Salaries, Stuff daily list,...)
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VOLENTEERING WORKS:

- Member in Saudi scout and I work with them in hajj season for tow years.

TRAINING COURSES:

Office Application And Secretary- 2015

SKILLS:

- Working Under Pressure
- Team working
- Microsoft Office
- Leadership Skills
- Effective Communication Skills

REFERENCES

Available Upon Request