





# Ali Fouad Alsakhin

## Personal Data

-  1994-11-17
-  0556191481
-  Ali\_bekham.23@outlook.com
-  Married

## Languages

- Arabic : Native speaker.
- English : Very good.

## Skills

- Using computer programs ( Microsoft word- Microsoft PowerPoint-Microsoft Excel)
- Accuracy of working .
- Commitment.
- Desire to learn.
- Communication skills.
- Planning and organising .
- Working effectively within a team.
- Attention to details.
- Afford responsibility.
- Ability to work in a field.

## Recommendation

- **Mayas Siroor**  
Supervisor in Saudi Aramco  
Mayas.siroor@aramco.com

## Objective

Getting a career in a pioneer that develops its employees and gives them the chance to apply their information and skills in order to increase efficiency , achieve its objectives and increase its productivity for business success.

## Education

- 2018 - 2020 **Diploma degree in Office management**  
College of Technology in Qatif  
GPA: 4.37 out of 5 with honour.

## Experiences

- 2021/8 - 2022/5 **BESIDE TRADING CO., LTD.**  
Sales Representative
- 2020/3 - 2020/1 **Admin service in saudi aramco**  
Internship program  
Ras Tanura - Al Juaima'h  
For 3 months ( 19 January 2020 to 31 March 2020).
- 2018 - 2016 **Qatif cars' showroom**  
Office management.

## Training Courses

- 2021 **Kingdom of Saudi Arabia Technical and Vocational Training Corporation**  
Intensive English Language Program  
(from 21 February 2021 to 24 June 2021)
- 2020 **Saudi Aramco.**  
Completion course - vocational college internship program
- 2020 **Development online course , to be ready for career progression.**
- 2020 **College of Technology in Qatif.**  
Meeting management and preparing its minutes.
- 2020 **College of Technology in Qatif.**  
Electronic marketing course.