

Name: **Fatimah Basil Alameer**
Mobile: **00966596244706**
Address: **Dammam, Saudi Arabia**

Objective:

To establish my career in a growing respectful organization and acquire experience while demonstrating my educational, practical skills in order to serve, develop all essential E-Commerce businesses and social media platform management.

Education:

Bachelor of E-Commerce – Saudi Electronic University- Dammam, Saudi Arabia, 2020
English Language studies- Bond University English language institute- Australia, 2011

Experience:

Internship: Al-Tahtheeb International School, Dammam, Social Media Platforms Management (Jan-Jun 2020)

Training/ Certifications:

Management/ IT:

- **Personal Change Management** -Leen Center for Development & Training, Dammam, 2020.
- **Cognitive Behavioral Therapy CBT**- Saudi Electronic University, Dammam, 2020.
- **Basics of Data Security** - Saudi Electronic University, Dammam, 2020.

Skills:

Leadership/ Management Skills:

- Thrive under pressure and excel at meeting deadline.
- Team building skills with workmates & solve problems efficiently.
- Practiced and developed good customer service, inter-communication skills.

Communication/ Computing Skills:

- Fluently speak, read and write in both English and Arabic languages.
- Communicate effectively with customers and employees.
- Basics knowledge of (HTML, Java, CSS & Microsoft Office).
- Strong in delivering oral/visual presentations with passion in Audience engagement.
- Ability to work from distance based on previous University virtual studies experience.

References:

Available upon request

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