

WADHA ALSAHLI

English major

CONTACT

0531439409

Wadhaals123@gmail.com

PERSONAL SUMMARY

An ambitious English language translator, literature and linguistics. Extremely determined woman trustworthy and meticulous. Successful in translating documents or spoken words with a background in interpreter. Looking to joining a leading organization that will offer endless opportunities for career growth and allow me to leverage my interpersonal abilities.

EDUCATION

- 2015 – English language institute
- 2016 – Jubail University college Bachelor degree in English language, translation, literature and linguistic.

WORK EXPERIENCE

- **2020 - Internship at Royal Commission Hospital.**
 - Translation an editor patient watcher regulation.
 - Translation admission and discharge procedures for the hospital.
 - Worked as an administrator assistant to discharge patient from the system.
 - Finished a project for appointment and scheduling section, Improvement project related a morgue service.
 - Worked in RCH system for patient history and enter them in Ministry of Health.
- **2021– Tamheer Program at Royal Commission Hospital.**
 - Data enter for Covied-19and Flu vaccine in Seha.
 - Coordinator between companies and clinic.
 - Responsible for receiving and resolving complaints from patient through MOH
- **2022 – Emergency department Secretary**

PERSONAL SKILLS

- Leadership
- Willing to learn
- Attention to detail
- Critical thinking
- Flexibility
- Management skills

CIRTFICATE

Honors degree second place twice.

Certificate of thanks for the vaccine center project-RCH

KINGDOM OF SAUDI ARABIA
Royal Commission for Jubail & Yanbu
Jubail University College
Admission & Registration

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



المملكة العربية السعودية
الهيئة الملكية للجبيل وينبع
كلية الجبيل الجامعية
القبول والتسجيل

وثيقة تخرج
GRADUATION CERTIFICATE

Jubail University College certifies that
WADHA SADYAN HAMAD ALSAHLI
Nationality: Saudi ID: 36120421
National ID: 1093240347
has been awarded a **Bachelor** degree of Art in the field of
English Language
with a (**Very Good**) grade and a GPA of (2.81) out of (4)
in the first semester 2020/2021 on 24/01/2021.

مدير الكلية

Managing Director

د. فادي بن سعود الفياض

Dr. Fadye S. Al fayad



Certificate No. 4210450 رقم الوثيقة
Session No. 421-8 رقم الجلسة
Issued on 02/02/2021 ١٤٤٢/٠٦/٢٠ حرر في

تشهد كلية الجبيل الجامعية بأن
وضحي بنت صديان ابن حمد القباني السهلي
الجنسية: سعودية الرقم الأكاديمي: ٣٦١٢٠٤٢١
السجل المدني: ١٠٩٣٢٤٠٣٤٧
قد حصلت على درجة بكالوريوس الآداب في اللغة الانجليزية
بتقدير عام (جيد جدا) وبمعدل تراكمي (٢,٨١) من أصل (٤)
في نهاية الفصل الدراسي الأول
للعام الدراسي ١٤٤٣/١٤٤٢ هـ بتاريخ: ١١ جمادى الثانية ١٤٤٢ هـ.

وكيل شؤون الطلاب

Student Affairs Deputy

د. إبراهيم بن حنشل الزهراني

Dr. Ibrahim H. Alzahrani

To Verify the Graduation Certificate Please Visit Link <https://edugate.jic.edu.sa/juc/init>

للتحقق من شهادة التخرج يرجى زيارة الرابط <https://edugate.jic.edu.sa/juc/init>

Any addition or correction will render this document invalid.
Jubail University College - P.O.Box 10074 - Jubail Industrial City 31961 (www.ucj.edu.sa).

اي كسوط أو تعديل يلغي هذه الوثيقة.
كلية الجبيل الجامعية - ص.ب: ١٠٠٧٤ - مدينة الجبيل الصناعية ٣١٩٦١.

EMERGENCY MEDICINE DEPARTMENT

March 21st, 2022

Re: Wadha Sadyan AlSahli

To Whom It May Concern:

It is with a great pleasure I write this letter in support of Ms. Wadha Sadyan AlSahli who joined Royal Commission Hospital-Emergency Department, Jubail, during her Tamheer training period.

Ms. Wadha impressed me enormously with her diligence and attention to her work. She is very active, enthusiastic, organized, very well-liked by all staff and has a pleasant working relationship with her colleagues.

Ms. Wadha has been a careful staff since she joined our emergency medicine department. She is an excellent staff advocate and very knowledgeable in her field. She is a kind of person I can trust with my daily business, as she is a kind of person who completes her daily assignments without any delay. Ms. Wadha has a very pleasant personality and very popular with her peers because she is very helpful and an inspirational to them.

During her experience in our department, I found Ms. Wadha very dependable, careful, and precise. The most impressive aspect of Ms. Wadha was able to present information on a wide variety of topics while projecting a composed presence, a great sense of humor, and maintaining a positive environment.

I could say that she has the qualities of an outstanding staff as she is skillful, proactive, decisive and self-assured. Her commitment as well as her working capabilities are impressive and inspiring to others.

Therefore, I highly do recommend Ms. Wadha for her application and feel free to contact me for any further questions.

Sincerely


برنامج الخدمات الصحية للهيئة الملكية بالجبيل
ROYAL COMMISSION HEALTH SERVICES PROGRAM IN JUBAIL


Dr. Bandar AlMufareh, MD

EM & EMS Consultant

Chairman of Emergency Medicine & EMS Medical Director.

Royal Commission Health Services Program, Jubail, KSA

Mobile Number: +966500667565

Email: mufarehb@rchsp.med.sa



Certificate of Completion

This certificate is given with kindest thank to

Wadha Sadyan Alsahli

As a recognition of completing the Tamheer program (on-the-job training program)
for six months as

Administrative Specialist

from Sep. 08, 2021 to Mar 07, 2022

At Royal Commission Health Services Program, Jubail Industrial City,
Kingdom of Saudi Arabia



Dr. Omar Saud Alshammari
Director of Academic and Training Affairs

Kingdom of Saudia Arabia
Royal Commission for Jubail & Yanbu
Jubail University College
Admission & Registration



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القبول والتسجيل

شهادة متميز

تهنئ إدارة كلية الجبيل الجامعية

الطالبة/ وضى بنه صديان ابن حمد القوي السلمي

لنفوقها وحصولها على معدل (٣,٢٥) بنهاية الفصل الدراسي (٣٦١) من العام ١٤٣٦/١٤٣٧ هـ.

متمنين لها دوام التوفيق ,,,

مدير كلية الجبيل الجامعية
د. ماهر بن محمد الغانم



Kingdom of Saudi Arabia
Royal Commission for Jubail & Yanbu
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شهادة تميز

تهنئ إدارة كلية الجبيل الجامعية

الطالبة/ وضى بنده صديان ابن حمد القبانى السملبي

لتفوقها وحصولها على معدل فصلي (٣,٣) بنهاية الفصل الدراسي (٣٩١) من العام ١٤٣٩/١٤٤٠ هـ

متمنين لها دوام التوفيق ...

مدير كلية الجبيل الجامعية
د. ماهر بن محمد الغانم

21 December 2020

RECOMMENDATION LETTER

Re: Ms. Wadha Sadyan Alsahli

It is my pleasure to write this letter of recommendation for Ms. Wadha Alsahli who worked on Medical Support Services from 13th of September to 24th of December 2020, at the Royal Commission Hospital, Jubail Industrial City, K.S.A.

During this period, Ms. Wadha observed to be hardworking, competent and diligent with the tasks assigned. She demonstrated a commitment for carrying out her duties and contributing to the project.

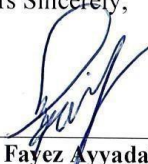
She has good communication skills. In addition, she is organized, reliable and computer literate. She can work independently and able to follow through to ensure that the job is done. She is flexible and willing to work on any project assigned. She was proactive to assist in other areas of RCH operations, as well.

Having Ms. Wadha with the department was a pleasure, as she is a friendly and very helpful person.

It is my pleasure to recommend her. I sincerely believe that she will be an asset, contributing positively to your organization.

Please do not hesitate to contact me if you need further information.

Yours Sincerely,



Mr. Faye Ayyadah Aldhafeeri
Admission, Discharge, And Transfer Section Head
Telephone No. 013-346-4000, Ext: 1603
Email add: aldhaferif@rchsp.med.sa

