

Zainab Abdulmonem Alnemer

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Objective

First honor computer science graduate with excellent academic record and extensive system administration experience. Passionate to pursue a challenging, innovative, and rewarding career in the field of systems development and human resource using my skills, knowledge, and experience that enhances work efficiency and quality.

Education

M.S | 2014-2015 | Texas Southern University, Houston Tx, USA

Major: Computer Science. GPA: 3.93 of 4.

Senior Project (Multimedia Project)

| 2014 - 2015 |

- Network design, IP sub netting (VLSM), Routing (EIGRP), configuration (routers and switches), troubleshooting. Applying VoIP service (soft- phone and analog phone), streaming multi- channels (Streaming server to client).
- Ubuntu Client-Server: Create an Ubuntu 12.04 x64 LTSP server with 32bit thin clients on Virtual Machin.

B.S | 2005-2009 | King Feisal University, Dammam KSA

Major: Computer Science. GPA: 80.11%.

Experience

Human Resource Generalist | Trukker Arabia LTD | December,2020-present |

- Handle recruitment and hiring process.
- Onboarding new joiners and delivering required training.
- Mange existing employees' enquiries and records and.
- Handling Payroll details.
- Managing Employees relationship concerns and requirements.
- Following with HRSD, medical insurance, and Mudad.

Software development specialist | Trukker Arabia LTD | October,2019- November,2020 |

- Delivered more than thirty training sessions on Trukker Pulse, Trukker system, Oracle NetSuite, and Zoho CRM for employees, clients, and vendors
- Provided IT support for whole KSA stations.
- Managed system issues tickets
- Tested, verified, and followed up with all updated modules released for Trukker Systems.
- Analyzed system financial data to prepare financial reports for upper management level
- Prepared different required reports to be used for employees KPI evaluation.
- Applied and followed up with Aramco and government platforms, and services.

Skills and Abilities

- Programming: Ability to program in several different programming languages (Python, JAVA, C + +, VB, HTML, Assembly).
- Database: Database management and programing (Access, SQL, Excel).
- Networking: Network Security, Configuration, and Management.
- Office Programs: Expert dealing with different office programs (Word, PowerPoint, Access, and Power BI).
- Operating System: Ability to work with different OS (Windows XP, 7, 8 and10).
- Website development.
- Ability to analyze Technical Issues.
- Diagnosing Hardware, Software, and System Troubleshooting.
- Ability to analyze data and prepare different kinds of reports.
- Ability to train different background trainees, that vendors, clients, and employees.
- Ability to work in a team and under pressure.
- Arabic and English language (read, write, and speak).
- Ability to handle multiple tasks.

Activities

- Worked as a volunteer teacher at Thirty-Ninth Elementary Girl School in Dammam, Saudi Arabia | Jan,2018- Apr,2018 |
- Workshop in partnership with Facebook's. | Feb 2018 |.

- Online study, Introduction to Cybersecurity at Imam Abdulrahman Bin Faisal University- CISCO |Jan,2019- April, 2019|.
- Worked as Computer teacher at Rand Elementary School | August,2019- September,2019|
- Online study, What is Business Analysis for Information Technology, Udemy. | June 2020|
- Online study, Learn Power BI Basics, Udemy. |July 2020|

Reference

References are available upon request