



MAYSA ALOTAIBI

CONTACT

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PROFESSIONAL SUMMARY

To seek and maintain full time position that offers professional challenges utilizing interpersonal skills.excellent time management and problem solving skills.

WORK HIS

- **Tata consultancy services – TCS - Aramco project** - 6/2023 until now
 - Supply chain management – process associate – Helpdesk
- **Saudi Commission for health specialties** – 11/2022 to 5/2023
 - Call centre representative: solve the problems that faced the practitioners
- **Naqel express company** – 10/2020 to 1/2021
 - Call centre representative: received the call from customer and solved the problem that faced them
- **English translator trainee** - 1/2018 to 3/2018
 - College of health and rehabilitation sciences

EDUCATION

Bachelor degree with Second class honors: English Language and translation – GPA: 4.35 /5, 2019

VOLUNTEERING

- Volunteer in Wikipedia club as translator at princess Nora bint Abdulrahman university – 2018
- Volunteers in Elmam initiative as translator at princess Nora bint Abdulrahman university - 2018