

Ghaida Abdulrahman Al-Zahrani

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Professional Summary

Diploma graduate in Web Programming and Development with a GPA of 4.29. Passionate about technology and eager to apply programming knowledge to create innovative and effective software solutions. Skilled in problem-solving, logical thinking, and continuous learning. Looking to join a forward-thinking organization where I can contribute to technical projects and grow professionally.

Core Skills

- Proficient in computer use and Microsoft Office applications
- Database management
- Data analysis
- Web design and front-end development
- Project management and teamwork

Professional Experience

Administrative and Technical Assistant

Al-tomouh Private School – Makkah, Saudi Arabia

- Entered official data accurately using data entry software.
- Supported administrative operations and managed daily tasks.
- Provided technical support and troubleshooting for staff.
- Managed and maintained technical devices and software used in the school.
- Organized data and records using computer applications.
- Delivered training and support to teachers and students in using technical systems.

Projects

Affordable Laptop Advisor – Website Development

- Designed and developed a website to help new students choose the best laptop for their studies based on needs.
- Included price and specification comparisons with personalized recommendations.
- Enhanced the decision-making experience for students through user-friendly design.

Women Driving – Website Development

- Designed and developed a platform to support women learning to drive.
- Provided trainer profiles, scheduling options, lesson pricing, and booking capabilities.
- Focused on delivering an easy user experience and innovative service for women.

Education

Diploma in Web Programming and Development

Technical College – Department of Information Technology | GPA: 4.29

Certifications

- Art of Passing Job Interviews
- Professional Negotiation Skills
- Career Development
- Graphic Design using Artificial Intelligence

Languages

- Arabic: Native
- English: Proficient