

Fatimah Ahmed Majrashi

HUMAN RESOURCES

Ras Tanura, Eastern Province | 0559780239 | Fatimah.a.m570@gmail.com

Objective

Aspiring Human Resources professional seeking to contribute my skills in recruitment, employee development, and organizational culture within a dynamic HR team. Eager to leverage my academic knowledge and certifications to support the growth of the organization and enhance workplace efficiency. Passionate about fostering a positive work environment and applying innovative HR solutions to meet organizational needs.

Education

- High School Graduate – 99.95 GPA, First Secondary School, Ras Tanura (2020 – 2022)
- Diploma in Human Resources – Imam Abdulrahman Bin Faisal University (2023 – 2025)

Graduated with First Class Honors, GPA: 5.76

Skills & abilities

Time Management

Teamwork & Collaboration

Communication Skills

Adaptability

Microsoft Office & HR Software

Certifications

Certificate in Entrepreneurial Project (30 hours)- IAU

Awarded Academic Excellence by IAU for two consecutive years (2023 and 2024)

Certificate in Enhancing Support Office Efficiency with Artificial Intelligence -IAU

Power BI Fundamentals – IAU

Workplace Culture According to Saudi Labor Law – Doroob Platform

Cybersecurity – Doroob Platform