

Nawaf Mashni

HUMAN RESOURCES INTERN

Results-driven HR professional with a degree in English, adept at leveraging strong communication and analytical skills to enhance HR initiatives. Passionate about applying comprehensive HR management knowledge to create a positive work environment. Seeking a challenging role to utilize my unique blend of HR expertise and linguistic proficiency for organizational success and employee engagement.

SKILLS

- Excel and Microsoft Office
 - flexibility
 - Attention-to-detail
 - Reading comprehension
 - Multitasking abilities
 - Data management
 - Time management
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EDUCATION

A bachelor's degree in the English language with a GPA of 4.54/5.
King Khalid University. 02/2021

Currently studying a Diploma in Human Resources Management
from Imam Abdulrahman Bin Faisal University.

TRAINING COURSES

Dimensions Group for Technical and Vocational Training

- Comprehensive Human Resources Management.
 - Legal Aspects in Human Resources.
 - Skills in Building Performance Indicators.
 - Effective Administrative Communication Skills.
 - Administrative communication skills.
 - Key performance indicators.
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CERTIFICATES

The International English Language Testing
System (IELTS). With a 7.5 out of 9.

CONTACT

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