

ASEEL ALTURAIKI

GRADUATE 2023 - 2024

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0552552083

Saudi Arabia, Khobar

ABOUT ME

I Obtained first-class honors in Islamic Studies, and i have work Experience for one year and 5 months in the administrative field, I have many skills and an Excellent Language .

EDUCATION

ISLAMIC STUBIES 2023

From King Faisal University,
Obtained first Class honors

DIPLOMA BUSINESS MANAGEMENT 2024

Center for Contunuing Education, Ajman University

DIPLOMA ENGLISH LANGUAGE 2024

Center for Contunuing Education, Ajman University

WORK EXPERIENCE

SUPERVISOR 2023 - now

ALHUSSAN Education & Training ,
For 5 months until now

- Carrying out administrative and Computer work
- Responsible for the teachers' and students' departments
- Organizing time and schedules for parameters

SKILLS

Teamwork	
MS Offices	
Fast & Efficient	
Directed way	

TRAINING COURSES

CHILD PROTECTION POLICY 2023

From ALHUSSAN Education & Training

LANGUAGE

English	
Arabic	