

HEND ALHARTHI

EDUCATION

UNIVERSITY OF KING ABDUALAZIZ

- Bachelor of Arts in English, [2021]
- microsoft suite certificate 2024

SKILLS

- Excellent writing and editing skills
- Strong research skills
- Proficient in Microsoft Office Suite
- Ability to work independently and as part of a team
- Excellent communication skills
- Problem-Solving
- Bilingual

CONTACT

0598224989

Riyadh

hendharthi@gmail.com

SUMMARY

English Major with a passion for writing, editing, translating and research. Proven ability to communicate effectively in both written and verbal formats. Strong critical thinking and analytical skills.

EXPERIENCE

During my freelance work, I have effectively translated a book on the topic of nutrition.

I have prior experience working in customer service at my family's business.