

Fatmah Alyousif

Managment Information Systems (MIS)

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Objective

Ambitious Management Information Systems (MIS) graduate with a strong foundation in technology, business intelligence, and system analysis. Skilled at bridging the gap between business and technology to support data-driven decision-making. Eager to contribute innovative solutions, continuous learning, and strong problem-solving abilities in a professional environment.

Education

Bachelor's Degree in Management Information Systems 2020 – 2025 | Al-Khobar, Saudi Arabia
Prince Mohammed bin Fahd University

Internship

Supply Chain Trainee - Saipem 06/2025 – 08/2025 | Dhahran, Saudi Arabia

- Assisted in **PR/PO processing using SAP**, ensuring accurate and timely procurement operations
- Supported **vendor qualification and evaluation using SupplHi**
- Managed **SABER platform processes** for product certification and compliance requirements
- Reviewed **shipping and customs documentation**, ensuring regulatory compliance
- Coordinated with vendors for **follow-ups, delivery tracking, and documentation completion**
- Contributed to **freight cost estimation and logistics reporting**

Projects

Entrepreneurship Senior Project - Fresh Leafie 12/2024
Built a sustainable business from scratch, conducted market analysis, financial analysis, and system analysis. designed operations, and delivered a professional presentation.

Capsim Business Simulation - Senior Project 05/2025
Managed strategic decisions in marketing, finance, and operations within a team-based simulation to improve business performance.

Courses

Diploma in Operations and Supply Management - Alison 01/2025
Focused on strategies, best practices, and practical approaches in operations and supply chain management.

Preparing Data for Analysis with Microsoft Excel – Microsoft, Coursera 08/2025
Focused on mastering Excel techniques, formulas, formatting, and preparing data for further analysis in Power BI.

Harnessing the Power of Data with Power BI - Microsoft, Coursera 09/2025
An introductory course on the data analysis process using Power BI, covering analyst roles, ETL, and visualization tools.

Skills

Technical Skills:

- Database Management: SQL
- Microsoft 365 Suite: Word, Excel, PowerPoint, Outlook, Project, Power BI
- SAP ERP
- SABER
- SupplHi

Soft Skills:

- Communication
- Teamwork
- Adaptability
- Analytical thinking
- Problem Solving
- Time management