

Lama Ibrahim Alhussein

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OBJECTIVE

Joining a professional work environment that enables me to develop my scientific and practical skills. I am committed to being an active team member to doing my best and meeting these organization standards.

EDUCATION

Diploma – Human Resources, Technical College , Saudi Arabia
Graduation year 2022

EXPERIENCE

- **Staff official 2023**

General Administration of Education in Qassim

- Responsible for personnel affairs
- Managing and organizing courses for female employees

COURSES

- Managing meetings course
- Microsoft Office course
- english language course
- computer course
- Public Administration course

SKILLS

- Microsoft office
- Time Management
- Problem Solving
- Teamwork
- Leadership
- Excellent analytical skills
- Good communication
- Organization skill
- interpersonal skills
- Attention to detail for accurate analysis of data
- Negotiating and persuading others
- critical thinking skills
- Public speaking

LANGUAGES

- Arabic
- English