

NAWAF FAHAD AL-OTAIBI

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PROFESSIONAL OBJECTIVE

I am pursuing a job opportunity that aligns with the organization's objectives, utilizing my capacity for rapid learning and my dedication to continuous improvement. I embody a collaborative spirit and a commitment to task execution, consistently striving to deliver my best in a manner that benefits the business and enhances team efficiency.

ACADEMIC CREDENTIALS

- Secondary - General Program **2024 - 2025**
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INTERPERSONAL COMPETENCIES

- Effective communication abilities
 - Teamwork
 - Address challenges with creativity.
 - Capacity for adaptation to change
 - Discipline and time management.
 - Perform under pressure
 - Critical analysis and decision-making
 - Accelerated learning and ongoing development
 - Active listening and comprehending others
 - Dedication and discipline in the professional setting
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TECHNICAL COMPETENCIES

- Exceptional aptitude for swiftly acquiring new programs and technologies.
 - Proficient computer literacy
 - Proficiency in Microsoft Office applications (Word, Excel, PowerPoint)
 - Utilize email and the Internet efficiently.
 - Typing in Arabic and English at an efficient pace
 - Systematize and archive files digitally.
 - Proficiency in utilizing remote collaboration applications (such as Zoom and Google Meet)
 - Eagerness to acquire proficiency in additional programs as necessitated by job requirements.
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