

Hadeel Ali AL-otaibi

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PROFILE

Fresh graduate with an excellent background in information technology with an honor degree. Strong technical knowledge of use computer. I aspire to be a professional and able to make an impactful contribution to the corporation and contribute to its success and develop both my technical and management skills.

EDUCATION

Aug 2018 – Jun 2023

Bachelor of Information Technology, Taif university – Taif

- GPA 3.62 of 4

Training

19 Jun 2022– 18 AUG 2022

Admission and registration of Taif university.

- Writing reports.
- Create databases.
- Work on Microsoft office.

SKILLS

Technical skills

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)
- Experience with project management software (Trello)
- Information security
- Client Management
- Social media management

Administrative skills

- Strong organizational and time management skills
- Customer service oriented
- Office management skills

Courses

- Introduction to Microsoft Office (Coursera)
- fundamental of networks, Tuwaiq academy
- Linux Essential Initiative, Cisco