

CV

Sarah Saad Al-Ghamdi

PERSONAL INFO

-  Saudi Arabia
-  Riyadh
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TECHNICAL SKILLS



Microsoft
PowerPoint



Microsoft word.



Proficiency in
the use of
computers

LANGUAGES

- Arabic
- English



CAREER OBJECTIVE

I look forward to achieving my ambition to find a job opportunity that suits my abilities and capabilities to serve my community. I also look forward to obtaining training courses to develop my skills to meet the needs required to perform my work to the fullest.



EDUCATION

- Qualification: Bachelor's degree.**
Major : Chemistry
Faculty of Science



COURSES

- Professional Mind Laws
- Introduction to Human Resources Tasks
- Management Basics
- Career Interest Scale
- Plutchik's Career Wheel
- Emergency and Facilities Management
- Basic Skills for Getting a Job
- Professional Resume
- Time and Life Planning
- Successful Influence in Communication
- Effective Communication Skills
- Career Guidance
- Self-Control in the Age of Smart Devices



PERSONAL SKILLS

- Take responsibility.
- Seeking to develop one's own abilities.
- Fast learning and integration into the work environment.
- work as one team .
- The ability to deal with emergency conditions.
- Tact and good behavior.
- Problem Solving.