

\mu Work Experience

## **Public Relations Specialist**

July 2024 - Present

First Tire • Riyadh

Coordinated with government entities to obtain required data Entered and managed information using Microsoft Office programs Installed and maintained devices across company branches Diagnosed hardware and software problems and provided solutions Configured printers and provided customer service and quotations

#### Cooperative training

March 2024 - May 2025

Prince Sattam bin Abdulaziz University • Al-Khari Governorate

Learned how to set up and configure ZKTeco biometric fingerprint devices. Gained familiarity with BioTime software for managing and monitoring fingerprint systems. Diagnosed and troubleshot issues related to biometric devices. Installed and configured printers to ensure proper integration with systems. Configured and assigned IP addresses for biometric devices and ensured network connectivity. Monitored the performance and operational status of various devices. Installed RAM on one of the devices to enhance system performance.

#### Education

### **Diploma in Computer Technical Support**

January 2022 - June 2024

(TVTC), Saudi Arabia

GPA: 4.82

Graduated with First-Class Honors 🟅



Skills



Diagnose and repair computer hardware problems

Computer assembly and maintenance

Repairing and replacing hardware components (RAM, HDD, Power Supply, etc.)

Performing regular cleaning and preventive maintenance

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Installing and configuring software and applications

Connecting and configuring devices in networks

Create websites

Integrating websites with AI technologies

Installing and configuring operating systems (Windows, Linux)



Managing Active Directory

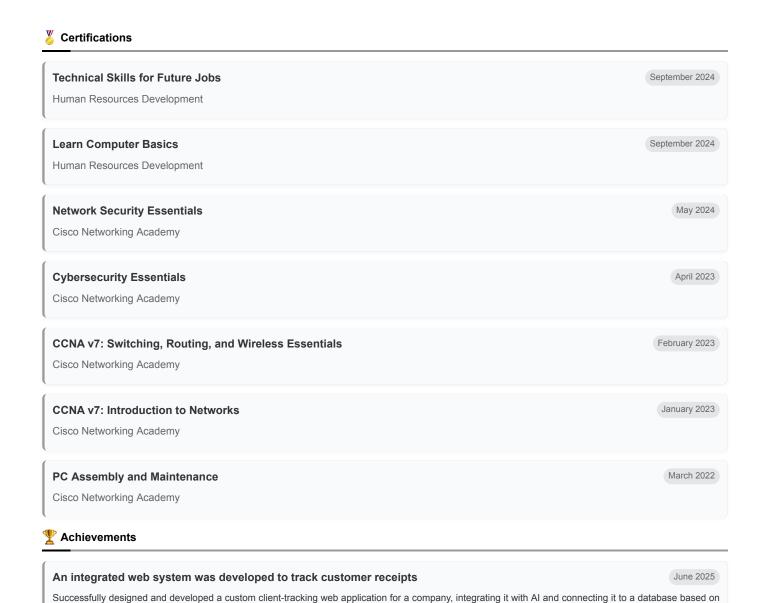
Setting up user accounts and operating systems



Fast learner and adaptable to new environments

Clear communication and technical support for team members

Project planning and implementation



# Languages

specific business needs.

Arabic English Intermediate