Abdullah Aljehani

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SUMMERY

Graduate with a solid knowledge of business processes and a love for technology. willing to apply technological capabilities to solve business challenges and enhance efficiency. Seeking an entry-level employment in the information technology field where I can put my skills and knowledge to good use

EDUCATION

12/2023

Bachelor of Management Information Systems

University of Jeddah

- **Relevant Coursework:** Database Management, IT Project Management, Python Programming, Decision support system ,Data Analysis ,System Analysis and Design

PROFESSIONAL EXPERIENCE

Jeddah

IT Department of the Court

- As a trainee in the IT department of a court, I have had the opportunity to learn about the different roles and responsibilities of IT professionals in the legal field.

COURSES

Microsoft Office, Excel.

Doroob

I have greatly benefited from attending the course on Microsoft Office and Excel basics. Through this course, I have acquired new skills and enhanced my knowledge of various Office programs, including Word and PowerPoint. I am now able to use Excel efficiently for organizing data, creating spreadsheets, and analyzing information effectively.

Introduction to Methodologies and Frameworks for Technical Projects

Satr codes

I greatly benefited from attending the "Introduction to Methodologies and Frameworks for Technical Projects" course, which lasted for one hour. During this session, I gained essential insights into key concepts of managing technical projects, including a deeper understanding of frameworks such as Agile and Scrum.

Introduction to Technical Projects

Satr codes

I greatly benefited from the "Introduction to Technical Projects" course, which lasted one hour. The course provided a solid overview of technical projects, their stages, and their significance. Despite its short duration, it offered valuable insights into key concepts.

Having previously studied Enterprise Resource Planning (ERP) systems at university, I was able to relate the course content to broader resource management and process optimization concepts. I appreciate the concise and effective delivery of the material.

SKILLS

Technical

- Languages: Python, HTML & CSS
- Tools: VS Code, GitHub, Anydesk, Microsoft Office (Word, Excel, PowerPoint), Power BI
- Operating Systems: Windows
- Hardware: Troubleshooting & Repair
- Security: Cybersecurity Awareness

Soft

Team work, Time management, Communication, Data Analysis, Attention to details, Customer service

LANGUAGES

English	**Arabic**
Proficient	Native Language