

ALIA AHMED ALMARRI

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NATIONALITY: EMIRATI

OBJECTIVE

I'm a driven and passionate IT professional that enjoys growing my abilities and taking on new challenges. I'm searching for a chance in a dynamic and forward-thinking team where I can obtain more hands-on experience, grow both personally and professionally, and contribute meaningfully to the organization's success.

EDUCATION

Zayed University, Dubai, UAE

Graduation: 2023

Bachelor of Science in Information Technology - Security and Network
GPA: 2.93

IELTS, British Council, Dubai, UAE

2019

Overall Band Score: 5.0

EMSAT University Entry Exam, Dubai - Abu Dhabi, UAE

2019

(English, Arabic, Mathematic and Physics)

Princess Haya School, Dubai, UAE

Graduation: 2019

Passed with general stream 85.55%

EXPERIENCE

KEO International Consultants, Dubai, UAE

Since December 2024

Graduate Business Analyst at C-QUEST

- Prepared BOQs for projects
- Creating CVs in C-QUEST format
- Handled insurance invoice requests
- Assisted with opening project RFS for Financial Model (FMs)

Naser AL Sayer & CO.L.L.C., Dubai, UAE

December 2023 to April 2024

Admin Assistant

- Arranging tax invoices in the files and transfer the information on each sheet to Excel

Zayed University - ET Department, Dubai, UAE

May 2023

Internship

- Got familiar with sanad.zu.ac.ae for handling support tickets and worked on creating/closing them
- Learned to manage faculty accounts using the Oracle system (create/disable)
- Found out the department handles 20+ apps—some built in-house, others from outside vendors
- Attended Cascade Server Training and updated the Contract Renewal Manual with feedback

Ministry of Education, Dubai, UAE

July 2018

volunteer

- Prepared exam papers for students
- Collected and Recorded Information through Excel

ACHIEVEMENT

- Al Ghurair Young Thinkers Program, Intercultural Relationships, Zayed University 2023
- Al Ghurair Young Thinkers Program, Effective Workplace Communication, Zayed University 2023
- Switching, Routing, and Wireless Essentials, Corporate social responsibility, Zayed University 2022
- Edaad (CV Development, Professionalism, Job search, Interview Skills), Zayed University 2022
- Introduction to network, Corporate social responsibility, Zayed University 2021
- Certificate of Attendance (Leadership, Time Management and Planning), Zayed University 2020

SKILLS

Major Skills

- Python
- Lucid chart
- R studio
- VirtualBox
- Microsoft Office
- Java Compiler

Soft skills

- Communication skills
- Team work
- Adaptability
- Creativity
- Self Motivation
- Critical Thinking
- Problem-Solving

Language skills

- Arabic: Native
- English: Fluent
- Turkish: Beginner

REFERENCES

Enas Allozi

- Job Title: Visiting Associate Professor
- Company: Zayed University
- Email: Enas.Allozi@zu.ac.ae

Mohammed Hussain

- Job Title: Associate Professor
- Company: Zayed University
- Email: Mohammed.Hussain@zu.ac.ae