

Hanan Ibrahim

Personal information

Place of birth: Riyadh

Nationality: Niger

Date of birth: 7/7/1992

Marital status: Single

Address:

KSA, Riyadh

Languages

Arabic: Native Speaker

English: Excellent in both
Speaking and writing

Contact

Cell Phone:
0569382756

Email:
ihanan977@gmail.com

Skills

- Developing websites using HML5, CSS3 and JavaScript
- Creative
- Service-focused
- Manage all clerical documents using advanced skills in Microsoft Office to create, edit and print correspondence

Experience

- I worked as a secretary at National Blood and Cancer Center in Riyadh, plus I coordinated charity treatments in the center, assisted the purchase department, received patients phone calls to provide the service that satisfies them and cover the reception department when needed
- I work as a freelancer hairstylist for eight years or more

Education

- 2021** Websites programming course from Extech
- 2015** English language course from the British Councle
- 2013** Information technology diploma certificate from Prince Nora University.
- 2012**
- 2012** Makeup and hair course from Al-Hayat Institution.
- 2010** Secondary school certificate