



Rana Sayed

Department: Human Resources | **GPA:** 2.5

Email: rana.sayed@cba.ku.edu.kw | **ID:** 2023124004

Phone number: +965 66822233

Objective

HR student eager to contribute my skills in employee relations, recruitment, and organizational development through internship opportunities in Human Resources.

Education

College of Business Administration, [kuwait university]

Bachelor of Business Administration (BBA) — Human Resources

Graduation Year: 2026

GPA: 2.5/4.0

Skills

- Recruitment & Staffing
- Employee Relations
- Performance Management
- HR Software (ADP, BambooHR)
- Conflict Resolution

Relevant Coursework

- Human Resource Management
- Organizational Behavior
- Employee Training & Development
- Labor Relations
- Compensation & Benefits

Experience

HR Intern, DEF Corporation (June 2024 – Aug 2024)

- Assisted in the recruitment process, including job postings, screening candidates, and conducting interviews.
- Helped organize training programs and employee development workshops.
- Supported HR team with payroll administration and benefits management.

Activities

- Member, HR Club
 - Volunteer, University Career Counseling Services
-