

Maya Al Kalbani

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PROFESSIONAL SUMMARY

Dedicated professional with 6 years of experience in High School role.

WORK EXPERIENCE

Job Seeker

ADNOC Group
March 2021 – Present

Clerk

Emirates Water and Electricity Company
February 2019 – February 2021

EDUCATION

High School Diploma in General Studies
Government Secondary School (2011)

KEY SKILLS

Planning, Database Management, Document Management, Team Leadership, Administrative Management, Public Relations, Compliance, Policy Implementation