

Curriculum Vitae



Personal information:

Name	Nationality	Date of Birth	Age	Place of birth
Shaikha Saud Yusuf Alsharqi	Bahraini	30/5/1996	23 Years	Riffa
38080666 35649861			Mobile	17685775 Work Phone
Shaikha@bfa.bh Shaikhaalsharqi10@hotmail.com			E-mail	39396169 Other Numbers
1474 Road 619 Block 1206			Address	Hamad Town Place of Residence
Single			Status	960509224 CPR

Educational qualifications and certificates obtained:

Qualification	Date	Cumulative GPA	University	college	Major area of study
Bachelor	2019	3.57 out of 4 (Excellent)	University of Bahrain	Arts	Media and Public Relations

Training courses, seminars, lectures and workshops:

Program	Center
A training workshop on how to write press releases	Bahrain News Agency
Training workshop for design programs Adobe	University of Bahrain

External Posts :

Program	Center
Presentation and preparation of the league Khalid bin Hamad for the fourth youth centers and the first for disabled persons Futsal Football 2016.	Ministry of Youth and Sport Affairs
Presentation and preparation of the security program for Police Day 2018.	Ministry of Interior
Get first place in the TV competition in preparation and submission.	Ministry of Information Affairs

Practical experience:

Profession	Company
PR Specialist	Bahrain Football Association
Trainee in public relations Period (2 months)	Ministry of Interior (Security Media)
Trainee in the Department of Public Relations Period (month)	BENEFIT FINANCIAL COMPANY

Membership and committees involved:

Missions	Type of Membership	Committee or Assembly
Writing letters, official letters and internal notes. Writing ideas and proposals for the implementation of student programs and activities. Coordinate internal events.	General Secretary	Media Club (University of Bahrain)

Other skills:

- 1 - proficiency in the use of the computer.
- 2 - proficiency in the use of software: Microsoft (Word, Excel, PowerPoint)
- 3 - proficiency in the use of Adobe programs (Adobe Photoshop, Adobe InDesign, Adobe Illustrator).
- 4 .Writing press releases.
- 5 .Writing external letters and internal notes.
- 6 .Writing reports and proposals.
7. Arrange the internal activities of the different events of the workplace.

Languages: Arabic English

God grants success,