

Shatha Bander Alharbi

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Professional summary

Trained IT worker skilled with hardware and software. Analytical in investigating problems, tracing root causes and correcting routine or serious issues. Communicates easily with technical and non-technical personnel to deliver high quality support.

Skills

- Systems Analyst
- Time management
- Communication
- Knowledge of all Microsoft Office programs
- Managerial abilities
- Certified Computer Office Assistant
- Effective managerial techniques
- Testing and debugging
- Data management
- Programming specialist
- Problem-solving
- Database organisation
- Project management

Work history

Manager assistant	05/2021 - 08/2021
Trainee in the Eastern Province Municipality – Khobar	
Data entry	03/2021 - 04/2021
Volunteer at Imam Abdulrahman bin Faisal Hospital – Dhahran	

Education

Bachelor : Computer Information Systems	06/2022
Imam Abdulrahman bin Faisal University - Dammam	

Courses

Skills of managing public relations and media in the work environment (06/2020)

Provided by the Department of Media at Imam Abdulrahman bin Faisal University.

Networking basics (01/2020)

Provided by College of Computer Science and Information Technology at Imam Abdulrahman bin Faisal University.

Building Business KPI (10/2019)

Provided by Saudi Aramco - Eng. Ahmed Almushaiti.

Principles of Ethical Penetration (09/2019)

Provided by the College of Computer Science and Information Technology at Imam Abdulrahman bin Faisal University.

Job skills building (05/2019)

Provided by the the College of Community at Imam Abdulrahman bin Faisal University.

Quantum computing and its impact on Cybersecurity and AI (03/2019)

Provided by Saudi Aramco.

Languages

English

Full Professional Proficiency

Arabic

Native or Bilingual Proficiency