

# Mzoun Bidah AlBidah

Business Management "Finance"

+966 50 985 8678

mzounalbidah@gmail.com

Saudi Arabia, Jubail

Saudi

## CAREER OBJECTIVE

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Enterprising, motivated graduate with high energy, positive attitude and an excellent academic, eager to join an outstanding, dynamic, challenging and progressive work team where I can apply my knowledge, skills and creativity to gain professional advancement while achieving common goals with my employer.

## EXPERIENCE

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### ATOM Investment KSA

Saudi Arabia, Riyadh

2021 (3 Months)

Research Analyst

### Kaya E-Commerce Company

Saudi Arabia, Riyadh

2020

Customer Service Manager

### Al-Bidah Transportation Company

Saudi Arabia, Riyadh

2016 – 2019

Personnel Officer

## TRAINING COURSES

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### Human Resources Development Fund (HADAF)

- May 2020 Career Preparation
- Nov 2019 Leadership Basics
- Oct 2019 Information Security

### Ministry of Education

- Sep 2019 Executive secretarial skills and office management
- Mar 2018 Computer Basics

## EDUCATION

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### SHAQRA'A University

College of Science and Humanities

Bachelor's degree in Business

Administration "Financial

Management" with first class

honors

Date: 2020

### Graduation Project:

Logistics management's impact on customer satisfaction

## TECHNOLOGY

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- Microsoft word
- Microsoft Excel
- Microsoft PowerPoint

## SKILLS

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- Team Leadership
- Critical thinking & Problem solving
- Scheduling and planning
- High efficiency with presses
- Negotiation and persuasion
- Teamwork

## LANGUAGES

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Arabic (Native)

English (Excellent)