

Email address

Atheerabdulelah@gmail.com

Telephone number

+966507536597

City/Town

Riyadh

Skills

Computer Skills.
(Word, Excel,
Power Point) ● ● ● ● ●

Strong written and
verbal
communication
Skills ● ● ● ● ●

Can cope with
pressure and work
to deadlines ● ● ● ● ●

Ability to manage
competitiveness
priorities. ● ● ● ● ●

-Team spirit as a
leader or a
member ● ● ● ● ●

Languages

Arabic ● ● ● ● ●

English ● ● ● ● ●

Atheer Alhumidani

A highly motivated, confident individual with exceptional multi-tasking and organizational skills. Having excellent communication skills and able to present results in a clear and actionable format for investigators, sponsors, regulatory bodies or other consulting professionals. Having the ability to work in partnership with a range of organizations and can demonstrate initiative, flexibility and have high attention to detail.

Studies and certificates

Diploma degree: Business Administration - Banking

2015 - 2017

Shaqra University , Huraymila

Work experience

coordinator

2017 - 2020

Lectures with Teacher Zeina Al-Qahtani, Riyadh

As a coordinator my responsibility is to organize lecture time, respond to and communicate with all students, manage the environment during events and provide services. and all that improved my communication skills, data retention issues, and student counseling services.

TRAINING COURSES

- Training how to write a resume and prepare
- personal interview cycle Events girlfriends Quality Club
- Self development course
- computer administrator