






AHLAM BALHARITH

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 Dhahran, Eastern Province

 Saudi Arabia

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— OBJECTIVE —

I am an IT professional with a range of global accreditations (PMP, SAP, CCNA, CompTIA Security+, and others). I am seeking an opportunity in the IT field in which I can put to use my academic specialization in computer and management information systems and more than 6 years of practical experience. I have completed more than 300 hours of training, which have sharpened my skills and knowledge in this vital field and that will help me to serve and add value to any organization.

— EDUCATION —

Bachelor's in Management & Information Systems and Computers - King Faisal University, KFU

2020

PMP certified, PMP-number: 2794324
August

2020

CompTIA Security+ certified, CompTIA
ID: COMP001021687503 - June

2020

CCNA certified, Cisco-
ID: CSC013623397 - June

2017

SAP Certified Application Associate
Procurement with SAP ERP 6.0 EHP6
(America) - Milestone Technical Institute
Houston, Texas - June

2017

SAP-ER certified, SAP Global Certification
ID: 0017684950 – July

— EXPERIENCE —

Technical Support - Information Technology, College of Applied Medical Sciences King Saud bin Abdulaziz University - 2017 - Present

- Install, repair, and maintain hardware and software
- Use schematic or manufacturer's instructions and manuals to diagnose and make repairs
- Assist in utilization review of computer hardware and software
- Install and maintain networks and communications equipment
- Maintain a sound knowledge of the organization's standard personal computer applications software
- Install, maintain, and manage network cabling
- Install and maintain Microsoft Office and other PC-based applications
- Maintain up-to-date documentation related to work activities
- Follow all prescribed safety procedures
- Follow and implement security systems, prevent unauthorized usage, and change computer settings

— SKILLS —


- Experience in project management and software product development
- Proficient knowledge of Microsoft Office software
- Solid understanding of MS Windows XP/Vista Windows7 and Linux
- Understand and practice good cyber defense tactics
- Communication skills, oral and written
- Ability to work productively with limited supervision
- Decision making capabilities and exercising good judgment
- Ability to manage projects with tight deadlines and concurrent deliverables
- Organizational and analytical aptitude


Program Developer - Wipro Limited Company (Contract By Aramco) - Aug 2014 to Feb 2016


- Worked as part of the Plant Operations Information System (POIS)
- Designed, planned, and configured projects
- Developed reports, screens and created tags
- Calculated projects using POIS application
- Utilized Sap application, Webdynpro, and xml


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COURSES

343 OF TRAINING HOURS

- Project Management professional certified, PMP-ID number: 2794324 - Project Management Institute, PMI Aug 2020
- PMP course with PMI's a guide to PMBOK - Project Champions Academy, SA - June 2020, 35 hours
- RMP (Risk Management Project) course - Project Champions Academy - Aug 2020, 40 hours
- CCNA Cisco certified Network Associate , Cisco-ID : CSC013623397 - CISCO Certification - June 2020
- CompTIA Security Certification + certified, CompTIA ID : COMP001021687503 - June 2020
- CNSS Certified Network Security Specialist - International Cybersecurity Institute (ICSI), UK - May 2020
- **Learners Point Computer Training – Dubai - April - July 2020**
 - Cyber Security Bootcamp – level 1
 - Coding | Cyber Python Course.
 - Web PenTest (CWC) Course.
 - CHC Course (Cyber Hacker Certified).
 - Security + Course.
 - Remote Work Tools & Challenges.
 - Big Data.
 - Internet Privacy.
 - Dark Web Secrets.
 - Introduction to Computer Forensics.
 - Cyber Linux Course.
- Cyber Security and Digital Security Mithaq Institute - 20 hours / 5 days November 2019
- Python Programming Course - Misk Academy - November 2019
- English courses (beginner & intermediate levels) - Prince Mohammad bin Fahad University - 2016

ADDITIONAL INFO.

ADDITIONAL PROJECT : CONTRACTOR -ARAMCO, SAUDI ARABIA

- Participated in a budget building project
- Monitored and maintained employee logs
- Supported the roll-out of new applications
- Provided support, including procedural documentation
- Served as work site safety supervisor
- Oversaw safety standards and documented workplace violations

HOBBIES

Photography Design
using Photoshop,