# GHALA ALMUTAIRI TELECOMMUNICATION ENGINEERING TECHNICIAN

Riyadh · +966563044990

ghalakhalid1212@gmail.com · www.linkedin.com/in/ghala-almutairi-2757a023b ·

#### **EXPERIENCE**

AUG 1 - NOV 1 / 2022 (3 MONTHS)

#### SUPPORT COMMUNICATIONS TECHNICIAN, PROCOM TECHNOLOGIES COMPANY

Worked for three months with the cyber security team.

Responsibilities (Pre-sales in cyber security, finding new customers, and increasing sales volume)

JAN 23 - MAY 12 / 2022 (4 MONTHS)

# COOP STUDENT, COMMUNICATIONS TECHNICIAN, SAUDI ARABIAN OIL COMPANY (ARAMCO)

Four months of the training assignment with Udhailiyah Information Technology Division with operation engineering group.

Responsibilities (Switch configurations, troubleshooting tools, writing reports).

JUN 16 - MAR 24 / 2021-2022 (1 YEAR)

#### **VOLUNTEER, ADMINISTRATIVE ASSISTANT, TANAMI ORGANIZATION**

Worked for one year (175 hours) as an administrative assistant (Volunteer) with Tanami Organization.

Responsibilities (Prepare Excel sheets, make appointments).

## **EDUCATION**

**AUG 2022 - PRESENT** 

DATA SCINENCE AND ARTIFICIAL INTELLIGENCE, BACHELOR'S DEGREE, SAUDI ELECTRONIC UNIVERSITY

**SEP 2020 – JUN 2022** 

COMMUNICATIONS ENGINEERING, DIPLOMA DEGREE, PRINCESS NOURA BINT ABDULRAHMAN UNIVERSITY

Graduated In Communications major with a GPA of 4.75 out of 5 with first-class honors.

## **SKILLS AND LANGUAGES**

- Communication
- Presentations
- Teamwork
- Team management
- Microsoft Excel
- Microsoft Office

English

Networking

#### LICENSES AND CERTIFICATIONS

- Professional Accreditation, Saudi Council of Engineers AUG 2022
- STEP test with a score of 63 AUG 2022