Alhanouf Alrakian
CCMP™

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📍 Riyadh , Saudi Arabia

🎯 OBJECTIVES:

To obtain a challenging position in a reputable organization to expand my learnings, knowledge, and skills. Secure a responsible career opportunity to fully utilize my experience and skills, while making a significant contribution to the success of the organization.

🎓 QUALIFICATION:

Princess Nourah Bint Abdulrahman University

- Bachelor in information System , Sep 2016

💼 EXPERIENCE:

NCGR – National Center for Government Resources
change management specialist   **Feb 2021 - Present**

- Developing the launching plan for national platforms across all government entities.
- Progress reporting for the national platforms .
- Change management and implementation plan to enable government entities to use the national platforms and systems for achieving 2030 vision.
- Gap analysis.

Ministry of Finance
change management specialist   **Aug 2019 – Feb 2021**

- Contact with government entities to increase the awareness for use national platforms.
- Progress reporting for the national platforms .
- Provide training and workshops to the users on how to use the systems.
- The key interface between the government entities and all relevant departments.

Ministry of Education
Supervisor   **Nov 2018 – Jul 2019**

- Following up the performance of using Tawasel by the entities that related to Ministry of Education.
- Develop a weekly and monthly performance reports.
- Create accounts and grant authorities to Tawasel' s users.
- Develop awareness massages of Tawasel system.
- Provide training to the users on how to use the system.
- Develop a questionnaire and send it to the entities.

📜 COURSES & CERTIFICATIONS:

- Certified Change Management Professional CCMP™ - 2022
- Project Management Professional PMP - 2022
- Strategic Planning - 2021
- Infographic Design - 2017
- Electronic commerce in Business support and development center - 2016
- Co-op training at Vice rectorate of development and quality in princess Nourah Bint Abdulrahman University - 2016
- Volunteer organizer in summer events .

💡 SKILLS:

1. Fluent in Arabic , and English .
2. Account Management.
3. Projects management.
4. Change Management.
5. Strategic Planning.
6. Data Analysis.
7. Design & Presentation skills.
8. Communication skills.
9. Problem solving skills.
10. Emotional Intelligence.
11. Proficient in Word , Excel, and Outlook.

🖥 Projects:

- Tawasel Platform.
- Etimad Platform.
- Hyperion
- Student performance Dashboard