

# Atheer Al-Ghamdi

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**Phone:** 0502094371 - **Email:** atheerjaber90@gmail.com

## Professional Summary

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Hardworking, highly motivated professional eager to lend combined knowledge and skills to enhance business performance. Operates well in both individual and team capacities, leveraging seasoned work ethic to quickly adapt to different processes and drive company objectives. Resourceful and results-driven with a passion for growth and efficiency to meet company needs and increase service value.

## Education

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**Bachelor of Arts in English Language** : January 2021

King Khalid University

## Skills

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- Communication skills (verbal and written)
- Problem-solving
- Adaptability
- FLUENT IN [LANGUAGE]
- Customer Service
- Teamwork and collaboration
- Time management
- Microsoft Office Suite (Word, Excel, PowerPoint)
- Problem-Solving

## Volunteer Experience

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**Translator of scientific articles**

January 2022

**Noon Scientific Group**

- Edited and revise translated materials.
- Established strong relationships with clients through professional correspondence.
- Compiled terminology and information to be used in translations, included technical terms such as those for legal and medical material.

## Languages

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- **Arabic**  
Native

- **English**  
Fluent