Nawaf Alharbi

* 830 13th St S Saint Cloud, MN Cell: (320)223-5369 [n.aw555@hotmail.com](mailto:n.aw555@hotmail.com)

OBJECTIVE/SUMMARY

* To have a job where I can use my skills, knowledge, and degree to help the company, my workmates, and try to give something new in my field.

EDUCATION

* Bachelor of Science in Information Systems Expected graduation May, 2017

Saint Cloud State University Saint Cloud, MN

EXPERIENCE

General authority of civil aviation Jeddah, KSA August 2013 to Present

* File documents
* managing outgoing and incoming documents
* Using technology to get and file any documents either old or new
* Time management in the busy days

VOLUNTEERING AND SERVICE:

* Ball room St.Cloud, MN October, 1, 2013 to October, 25, 2013
* Participating in the Saudi club event

Affiliations and Activities:

* Saudi Students Association/ S.S.A Saint Cloud, MN October 2013 to Present

SKILLS/QUALIFICATIONS

* Multilingual
* Excellent interpersonal skills
* Ability to work well with workmates and supporting
* Perfect in time management

ACHIEVEMENTS

* Awarded by Saudi Arabian Cultural Mission for participating in Saudi Students Association.