

# Manal Hamdan ALGhamdi



## CARERR OBJECTIVE

I always strive to achieve balance and am keen to move forward in advancing the wheel of development and harnessing Young energies to achieve creativity in line with the vision of our country and based on the words of His Highness, the Crown Prince Mohammed bin Salman, may God protect him: (The future of the Kingdom is promising and promising, our dear country deserves more than it has achieved, we have capabilities that we will make By doubling its role and increasing its contribution to creating this future).

## EDUCATION

### Diploma in Business Management

Imam Muhammad Bin Saud Islamic University  
GPA 4.79 with first class honors  
2022

## WORK EXPERIENCES

**Certificate of volunteering as a teacher assistant in a center for people with special needs.**

## LANGUAGES

- Arabic
- English

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📍 Riyadh, Saudi Arabia

📅 2002/01/27

## TRAINING COURSES

- English language certificate from the will institute
- Course in Financial Management and Accounting
- Course in Total Quality Management TQM
- A course in executive secretarial and smart electronic
- Office management TOT
- Train the Trainer Course
- A course in effective leadership and team management

## SKILLS

- Computer skills and software
- Time management
- Excellent communication skills
- Service and support
- Strong work ethic
- Organizing and planning
- Teamwork