

Jawaher Alshdokhi

SUMMARY/OBJECTIVE

Prince Sattam bin Abdulaziz University graduate with a diploma in Business Administration, specializing in Marketing. Passionate about marketing for its inherent creativity and the opportunity to apply critical thinking skills in problem-solving. Seeking a dynamic position that fosters personal and professional growth, enabling me to continually learn, and acquire new experiences and skills.

WORK EXPERIENCE

Public relations specialist // Details T1, Riyadh
Dec 2022 – Feb 2023

- Full supervision of the customer service department by responding to the customer's requirements.
- Distribution of special tasks for each employee.
- Attention to the quality of customer service.
- Paying attention to customer contracts and reviewing them.

Marketing specialist // SADEED, Riyadh
Jun 2022 – Nov 2022

- Development and control of marketing programs by building good relationships with customers.
- Discover the wishes of customers and develop services that satisfy their desires.
- Social media content development.
- Attention to the internal and external activities of the company.

Organizer // 4Events, GExpo, Ajwaa Al Saudia, Riyadh

EDUCATION

Business Administration-Marketing, Prince Sattam Bin Abdulaziz University,
Second class honors with a score of 4.45
Diploma
Sep 2019 – Jan 2022

COURSES

Customer service basics // Monsha'at, Riyadh
2023

Making your first product // i.be, Riyadh
2023

Basics of digital marketing // Google, Online
2022

Effective communication // Misk foundation, Online
2022

Persuasion & influence// Misk foundation, Online
2022

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SKILLS

- ❖ Effective communication.
- ❖ Responsibility.
- ❖ Emotional intelligence.
- ❖ Creative thinking.
- ❖ Problem solving.
- ❖ Customer service.

Languages

Arabic (Native)
English