

ABDULLAH MARI HASSAN ALASMARI

Riyadh, Saudi Arabia

12/05/1412

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EDUCATION

- **Technical College**
Specialization: Chemical Technology
(Chemical Laboratories)
GPA: 2.84 - Appreciation: good
2011/12/23

EXPERIENCES

- **Ataa Educational Company**
Al-Rowad Private Schools in Al-Izdihar
Job Title:
Chemical Laboratory Technician - for 8 years
Job Title:
Administrative Assistant - for 3 years
Date: 20/03/2012 - 05/01/2023

SKILLS

- Respect the time ● ● ● ● ●
- Continuous learning ● ● ● ● ●
- Problem Solving ● ● ● ● ●
- Communication skill ● ● ● ● ●
- Teamwork ● ● ● ● ●
- Take responsibility ● ● ● ● ●

LANGUAGES

- Arabic ● ● ● ● ●
- English ● ● ● ● ●

TRAINING COURSES

- **Ataa Educational Company**
Excellence in parent's service (3 days)
- **The General Organization for Social Insurance**
Explanation of the social insurance system and its implementing regulations (5 hours)
- **Misk - Mohammed bin Salman**
Financial analysis
Design thinking
Organizational intelligence
Data analysis
Project planning
- **Imam Muhammad Bin Saud Islamic University**
Diploma in Computer Applications (the thirteenth) (6 months of study)
- **Doroob platform**
Self-management (3 hours)
Managing stress at work (4 hours)
Fundamentals of Management (3 hours)
Labor culture according to the Saudi labor system (2hours)
Problem-solving skills (3 hours)
Adviser colleague (3 hours)
Information Security (3 hours)
Introduction to Human Resources Tasks (4 hours)
Smart work ethic (1 hour)
Time Management (4 hours)
Discover Yourself (2 hours)
Successful communication skills at work (2 hours)
Teamwork skills (2 hours)
Communication methods in the work environment (3 hours)
IT Support Technician (100 hours)
Introduction to Entrepreneurship (1 hour)
- **Jeddah International Higher Training Institute**
Personal Compass (3 hours)
- **General Administration of Education in Taif Governorate**
First Electronic Development Forum (25 hours)
- **Alrawdah Education Office**
The role of science laboratories in modern curricula (4 hours)
- **Edraak platform**
Emotional Intelligence and the Self (course)
Successful Money Management Skills (course)