

Sahar Mohamed otiyn



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Riyadh

EDUCATION

2020 **DIPLOMA IN NETWORK SYSTEMS MANAGEMENT**
College of Technology Department of Information Technology

EXPERIENCE

01/2020 - 06/2020 **Technical Support**

Al Faisal International Academy

- Maintenance of devices and printers
- Connecting the Internet to all devices
- Preparing the classrooms in terms of devices and internet connection
- Create an IP address
- Computer hardware upgrade
- Ensure the maintenance of the servers
- Writing reports and forms periodically

09/2020 - 11/2020 **Customer Experience Representative**

STC

- Make phone calls with clients and provide appropriate offers

80 hours of training at King Saud University, Technical Support Department

TRAINING COURSES

- Encryption and Information Security - Riyadh Chamber (2020)
- Information Security - National Center for Information Security (2020)
- Cisco-LPI (Linux profession institute) (2019)
- Cisco-IT Essentials (2018)
- Cisco-CCNA Routing and switching (2018)
- Microsoft office word expert 2013(70529) (2018)
- Microsoft word (70258) 2013 (Basics) (2918)
- Outlook 2013 (70303) (Basics) (2019)
- Microsoft PowerPoint 2013 (70260) (Basics) (2019)
- Microsoft Access 2013 (Basics) (2018)
- Microsoft office Excel 2013 (70530) Expert) (2019)
- Cisco-Introduction to cyber security course (2019)
- CISCO-LOE (2019)

SKILLS

- Good communication and interpersonal skills
- Time and Stress management
- Efficiency in managing multiple tasks
- Creative, enthusiastic, and committed.
- The ability to create a common working environment.
- Visio program
- The ability to design a website

LANGUAGE

Arabic



English

