

# RASHEED ALFALLAJ

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## Summary

A Highly motivated and responsible diploma graduate seeking a position where I can launch my career to build valuable skills to give my best for the organization.

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## Skills

Data Entry  
Teamwork  
Working under pressure  
Time management

## Education

### Jubail Industrial College

2018 - 2021

Diploma in Marketing

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## Languages

Arabic  
English (91 STEP)

## Experience

### Zain Telecom

Handling customers complaints  
Promoting and selling services and products.

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## Courses

### Executive Secretary

Principles of Financial Accounting

Microsoft Excel Course