

# ALIYAH AJEER AL SHAIBANI

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## PROFILE SUMMARY

Administrative and Skilled Professional Programmer I would like to join a professional work environment that enables me to develop my managerial abilities and practical skills to achieve goals, comfortably deal with complex issues, adhere to strict deadlines and adapt to rapidly changing circumstances.

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## EDUCATION

- **Technical Training Corporation**

Diploma in Business Office Technology

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## EXPERIENCE

- Worked in (Patient Affairs Services) in King Abdulaziz City for a period of two months and ten days, with an experience certificate
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## COURSES

- **Job Seeker Skills**
  - **Keys to success in interpersonal skills**
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## SKILLS

- **Typing skill in Arabic and English**
  - **Writing speed**
  - **Flexibility**
  - **Problem Solving**
  - **Communicate with others**
  - **Speed in completing work**
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## LANGUAGES

- Arabic
  - English
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