








Hatoon abdulrahman alsalhy

Fresh graduate

A graduate of the Institute of Public Administration, majoring in human resources

## Contact Info

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	Female
	07-10-2000
	Single
	Saudi Arabia
	Saudi


## Skills

Excel	Very Good
Leadership	Limited
Team work	Very Good
Communication	Good
Team management	Very Good
Job analysis	Very Good
SAP	Beginner
power point	Good
Word	Very Good

## Languages

English	Good
Arabic	Native

## Links

linkedin	hatoon-abdulrahmen-795681189	
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## Experience

11\10\2020 - 17\12\2020

**General authority of Zakat and tax** CO-OP trainee

I worked in operation section of Human capital in GAZT

## Education

12/2020

**Institute of public administration** Diploma - Human recourses

2019

**Institute of public administration** other - English course

English language program has 4levels in one year.

## Courses

08/1440

**Note taking** Institute of public administration

**Passing the job interview** Doroub

## Achievements

**Member in human recourses club in institute of public administration**

12\2020

**Update data for the employees of GAZT**

I participated in a project to correct employee data and analyze all data