

ALABDULLATIF, MOHAMMED AHMED

A Fresh Graduate – Human Resources Management

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ADDRESSES

Eastern Province, Kingdom of Saudi Arabia

LINKEDIN PROFILE

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SKILLS

- Time Management
- Prezi Presentation
- Communication
- Microsoft Office
- Adaptability
- Workaholic
- Teamwork

LANGUAGES

English

Upper-Intermediate

Arabic

Native Language

Summary

Motivated person with strong interpersonal skills and a deep desire to help individual people and society as a whole by directly contributing through work.

Education

Diploma of Human Resource Management

Institute of Public Administration, Eastern Province. | 2017 – 2020 | GPA: 4.51

I learned at the Institute of Public Administration the English Language and the basics of Human Resources Management, Legal Aspects of Human Resources, and many of the skills acquired during the study period.

Certifications & Courses

- Introduction to Strategic Planning for HR
- Communication Protocol in the Work
- Legal Aspects of Human Resources
- Introduction to HR Function
- How to Build your Brand
- Leadership Essentials
- Emotional Intelligence
- Communication Skills
- Work Stress

References

Available upon request