



AL SLAMIY, NOIR SAMIR

- Born in 1418/1/14
- Female
- Single
- Saudi Nationality

CONTACT

Phone: +966 509236455

Email: Noir40004@gmail.com

Address: Riyadh, KSA

LANGUAGES

- ARABIC (Native)
- ENGLISH (Excellent)

SKILLS

- MS office software
- Accuracy
- Teamwork
- Fast learner
- Hard worker

EDUCATION

- **Dip. in Hospital Management** 2022
Al-Kharj Chamber. Al-Kharj, KSA.
- **Dip. in Business: Secretary** 2020-2019
Prince Sattam bin Abdulaziz University. Al-Kharj, KSA.
- **Dip. in Computer Science: Programming** 2018
Technical & Vocational Training corporation.

EXPERIENCE

- **Customers service** (1 month) 2021
Bakourah kids club
Conclusion of contracts, communicating with clients, supervision of kids Entry and Exit.
- **Volunteer** (12 months) 2020
Al Faisaliah Center for Corona Pandemic
- **Trainee, Medical records department** (4 months) 2019
Obstetrics and Gynecology Hospital
- **Trainee, IT department** (3 months) 2016
King Khalid Hospital

QUALIFICATIONS

- Office management and secretarial course
- Safety and security course
- Time management course
- Customer service course
- IELTS test course
- Training Program (Community Health Volunteering)
- Marketing and Branding Course
- Introduction course in human resources
- Artificial intelligence in health care course
- cyber security course