

NORA ALARIFI



966568332106



N.Alarifi@yahoo.com



Dammam

OBJECTIVE

To secure a responsible career opportunity to fully utilize my skills and knowledge, while making a significant contribution to the success of the company.

EDUCATION

Diploma in Human Resource Management, Expected in 01/2022

Academy of Learning - Dammam

Diploma in Applied Computer, 05/2017

Imam Abdulrahman Bin Faisal University - Dammam

Bachelor of Education, 06/2015

Imam Abdulrahman Bin Faisal University - Dammam

TRAINING COURSES

- **Saudi labor law**, 2020
- **Social insurance system**, 2020
- **Label education according to Saudi labor law**, 2020
- **The Skills At: Prince Sultan Foundation** (English – IT – Soft Skills), 2018
- **Who am I? By: Warif Center**, 2014
- **How to Prepare myself for the Labor Market**, By: Dammam University, 2014
- **Creative Thinking, By: Dar Alyaum Newspaper**, 2014
- **The 5 Golden Rules of CV Writing, By: Dammam University**, 2014

WORK HISTORY

Worked at AlAzizia School, 2018 - 2020

As A Computer and KG Teacher., Khobar

Trained at World Assembly of Muslim Youth, 2015

At the Administration Office., Dammam

SKILLS

- Good Communication in English And Arabic
- Microsoft Office expertise and Windows Applications
- Team leadership
- Time Management
- Quick Learner
- Self-motivation
- Adaptability