

NOURAH ABDULAZIZ ALQUBS



0551804155



NouraAlqubs@hotmail.com



Riyadh



<https://www.linkedin.com/in/noura-alqubs>

OBJECTIVE

Look for a competitive work environment to full fill make the most of my experience where i can develop my potential and grow the institution.

SKILLS

- Flexibility.
- Communication Skills.
- Team Work .
- Organization .
- Attention to Detail.
- Computer Skills.

EXPERIENCE

CUSTOMER SERVICE

2021- Present in Ministry of health project

SECRETARY

2018 - Volunteer at Voice of Down syndrome Association.

DATA ENTRY

2017 - volunteer at Childhood Care Association .

EDUCATION

2016 - 2018

Graduated with a diploma in public relations from Imam Muhammad bin Saud Islamic University.

COURSES

- Leadership and Administrative Creativity.
- Public Relations Department.
- HR duties cycle.
- Effective communication with clients