

# Raad Althubaiti

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## Professional Summary

Highly detail-oriented and passionate events management planner specializing in cost-efficient events planning and execution. My expertise lies in managing behind cross-scenes detail, anticipating setbacks, and executing memorable events for reasonable price. Aiming at joining a professional work environment which empower to contribute to the development of the organization.

## Education

Tourism and Hospitality College (TVTC)  
Events Management  
*with the first honor degree.*

Dec. 2020

## Experience

Tourism and Hospitality College. Taif, Saudi Arabia  
Dean's Office Director (Internship)  
*Organize Office Papers, Printing and arranging files.*

Sep. 2020 – Dec. 2020

## Certificates & Training

- Tourism and Saudi Vision 2030
- The Fundamentals of Event Management
- Principles of Costumer Service
- Communicate Effectively with Customers
- Quality and Safety Basics for Recreational Events
- Cambridge Assessment English, Preliminary

## Volunteers Experience

### Offer Hospitality

*Preparing and serving a lunch for Niagara College in Mecca and serving 800 people.*

Apr. 2019

### Golf World Cup

*Organizing and managing crowds with 40 working hours.*

31<sup>st</sup>. Jan – 3<sup>rd</sup>. Feb

## Skills

- MS Office Suite
- Responsibility
- Communication
- Speed Typing
- Organization
- Teamwork
- Brainstorm
- Attention to Detail
- Flexibility

## Languages

Arabic, English