

# RAFEEF ALJADAAN

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## SUMMARY

Accomplished Cooperative training, pursuing eager to apply knowledge and gain practical experience. Experienced working in team environments. Reputation for hard work, punctuality and willingness to learn new things.

## WORK HISTORY

AUGUST 2022-NOVEMBER 2022

**Cooperative training** | Corporate communication and media and Public relations | Riyadh

- Conducted research and gathered information from multiple sources to present clear results.
- Promoted continuous improvement by problem-solving and sharing suggestions to optimise team operations.
- Wrote reports outlining project progress and results.
- Used Microsoft Word and other software tools to create documents and clear communications.

SEPTEMBER 2018-NOVEMBER 2018

**Cooperative training** | Art p group Marketing | Riyadh

- Promoted continuous improvement by problem-solving and sharing suggestions to optimise team operations.
- Successfully delivered on tasks within tight deadlines.
- Developed plans and strategies to promote continuous improvement.
- Conducted research and gathered information from multiple sources to present clear results.

## EDUCATION

November 2022

**Diploma:** public relations  
Princess Norh University

October 2018

**Diploma:** Marketing  
King Saud University

## COURSES

- Effective communication and presentation skills
- Marketing Communications and Brand Management

**LANGUAGE**

Arabic - native

English -fluent