

Raghad Mohammed Habbash

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CAREER OBJECTIVE:

To join an organization that will utilize my background and challenge me and provides me with the chance to grow and reach the peak of my Career

WORK EXPERIENCE:

Human Resources operations specialist | Majorel Company
Tamheer program start 16 Feb 2023 – Present

Administrative assistant at Alanamel alhanyh | 2019

EDUCATION:

Intermediate Diploma in Business Administration from, Al-Imam Mohammed ibn Saud Islamic University | 2022

COURSES:

Quality Management Course | Feb 2022

Executive secretarial and smart electronic office management Course | Feb 2022

Financial Management and Accounting Course | Feb 2022

Effective Leadership and Team Management Course | Feb 2022

Training And Development Course | Feb 2022

Certified with reports and presentations designing | Feb 2022

Certified with Desktop tools management | Feb 2022

SKILLS:

- Quick Learner
- Strong communication
- Able to work and under a stressful environment
- Ability to adapt with teamwork

SOFTWARE SKILLS:

- Excel
- Word

LANGUAGES:

- English
- Arabic