

Reema Al Ramadhan

Saudi Arabia – Eastern Province.

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PROFILE

I am seeking for an opportunity that I can apply my professional knowledge, I will be helpful to achieve company goals. With my fresh start, I will learn to gain and improve my skills.

INTERNSHIP

NOV 2020 – DEC 2020

Medical insurance, Tawuniay company

- Know the schedule of benefits and covers.
- Registration of two insurance applicants in the issuance program.
- Work and prepare documentation of insurance package.
- Customer service.

EDUCATION

JAN 2019 – OCT 2020

Diploma in Medical Insurance (4.42/5.0)

Gulf orbit institute for training | KSA

SKILLS

- MS office
- Teamwork
- Strong Communication

CERTIFICATES

- Risk management 6 hours
- Leadership essential 3 hours

LANGUAGES

- Arabic
- English