

# SARA ALAMRI

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## Education

Diploma in Information Technology - GPA : 4.21  
**Princess Nourah Bint Abdulrahman University** - Riyadh , 05/2021

## Coop training

Cooperative training with King Fahad Medical City in the field of web development for 3 months  
From 17-jan-2021  
TO 30-mar-2021

## Skills

- Flexibility at work
- Responsible
- Self-motivated professional
- Proficiency in Microsoft Office programs
- Data entry and analysis
- html-css web design
- Proficiency in using asp.net
- SQL Databases (Medium)
- Critical thinking
- Help Desk
- Customer Service
- Teamwork
- Leadership and communication with others
- time management
- The ability to manage priorities
- **Languages** : Arabic & English

## Volunteer

I worked as a volunteer for about 6 office hours In the Information Technology Building in Prince Sultan Medical Military City -2019-

## Training Courses

- Information Security - Doroob - 2020
- Smart Work Ethics - Doroob - 2020
- Managing Stress at Work - Doroob - 2020
- How to prepare yourself for the job - PNU- 2020
- Analyzing big data using Excel - maaref - 2021
- How to Build a Brand Online - Attaa Digital-2021
- Personal skills development and its impact on career advancement - Attaa Digital-2021
- The Future Path to Professional Research Fundamentals - Misk Foundation - 2021