

# Sarah Abdullah Alghamdi

IT Technician | KHOBAR, KSA | 0550851923

## DETAILS

Khobar, KSA

0550851923

Saraalgh\_@hotmail.com

## SKILLS

Hardware Troubleshooting

Computer Software

Computer Skills

Customer Service

Customer Support

Computer Networking

Technical Writing

Keyboarding

## LANGUAGES

Arabic

English

## PROFILE

Hard worker and ambitious IT personnel, I am an enthusiastic individual who is passionate about starting my career path, looking to get a job in a reputable organization and big names in the Information technology industry.

## EDUCATION

Diploma in IT-System Support Pathway, ITC-International Technical College  
- AL Khobar, Khobar-KSA

September 2017 — May 2020

**GPA:** 4.61 out of 5.00

### Projects Worked On during study:

- Employability Skills Project
- Install and upgrade operating systems
- Manage System Security
- Troubleshoot software related problems
- Prioritize information technology change requests
- Provide professional client support
- Implement maintenance procedures
- Provide technical instructions
- Identify, evaluate and apply current technologies
- Implement and evaluate systems for regulatory and standards compliance
- Research and review technology options
- Plan and perform system tests and carry out system administration
- Update operational procedures for an information technology system

## COURSES

ICT, TAG "Talal Abu Ghazalah ICT Cetified"

September 2017 — February 2018

## INTERNSHIPS

### **Novotel business park**

- Trainee at the IT Department and HR
- I was responsible for installing and upgrade the operating system And managing the system security

June 2019 — July 2019

### **FIT Club Management**

- Receptionist
- Taking a tour of the newcomers