

Shoug Abdulaziz Al-Kheliwi

INFORMATION

Date of birth:
21/1/2000

Nationality:
Saudi

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Al-Khobar

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PROFESSIONAL SUMMARY

I'm seeking a challenging opportunity in a large firm as an entry level in order to develop my professional career.

EDUCATION

-Student at Imam Abdulrahman Al Faisal University
(business Administration – supply chain)
Community College (2017 – 2020) GPA (4.041 / 5)

-High school in natural science section (95,3%)
AlSalam private school (2014 – 2017)

ADDITIONAL SKILLS

-Fluent in English both oral
and written

-Microsoft Office package:
Word, Excel, Access, Power
point

-Ability to Work Under
Pressure

-Marketing skills

-Organizational skills

-Leadership

- Microsoft Dynamics AX

-OrangeHRM

- Oracle HR

WORK EXPERIENCE

-Volunteer in Ithraa (king Abdulaziz center for world culture)
(August 2019- currently)

-Member in Wasm Volunteer Club
Imam Abdulrahman Al Faisal University (March 2019- April 2020)

-Training in ministry of media for the graduation project for
university in supply chain and Human Resources also in finance.
(June-August 2019)

-Training in procurement department NADA Al-Othman company
(July-August 2019)

-Member in business Administration club
Imam Abdulrahman bin Faisal University (2018- 2019)

LANGUAGES

Arabic – Native speaker
English – Advanced

-Ambassador in the Ambassadors of Flynas

I have booked for more than 500 tickets in a year and I have been appointed the leader of the Eastern Region branch in Flynas.

(February 2018 – June 2020)

-Member in Nabd Volunteer Club

Imam Abdulrahman Al Faisal University (2017- 2018)

CERTIFICATES

-Volunteering at the CIPS KSA eastern province branch event entitled " the industrial revolution 4.0" 17 Nov 2019

-Participation in training course entitled building startups 11 Nov 2019

-Participation in Jubail procurement conference 30-31 Oct 2019

-Participation in a workshop entitled advertising campaigns in the Ministry of media 19 Aug 2019

-Participating in the "Initiative for the Labor Market 1440"
Imam Abdulrahman bin Faisal university 13 Mar 2019

-Workshop on (the most important rights and duties of the worker)

Imam Abdulrahman bin Faisal university 2 Mar 2019

-Microsoft Certificate of Participation in the Activation of the Office 365 Program in the Kingdom of Saudi Arabia 6 May 2018

REFERENCES

References available on request