

Curriculum Vitae

Name : Faisal Ben Saleh Ben Zabn Alenazi
Date of Birth : 1396H.
Nationality : Saudi
Marital Status : Single
Current Job : Unit Assistant III Iskan Clinic – Nursing Since 03 August 2014
Up to Date. Badge N0 69437.
Previous Job : Technical editor of Alriyadh newspaper and former member of
Saudi journalists authority.
Job Title : Technical Editor
Years of Experience: 23

Qualifications:

- Diploma of Business Management (Full-time) GPA (4.75 /5) Excellent.
- Diploma in English language after High School.
- **Currently enrolled in the Arab Open University to continue my studies in the Bachelor degree in Accounting.**

Training courses:

1. Training course in Innovation in government work.
2. Training course in effective leadership and effective management.
3. Training course in problem solving and decision making.
4. Training course in leadership skills.
5. Training course in introduction to financial performance management.
6. Training course in Principles of investment.

7. Attended a training course on (Internal Audit) for (three days) within IDAD program starting from: 17/3/2019.
8. Training course in English language levels (3,4,5,6)
9. High speed in data entry into PC.
10. Introduction in Microsoft Word 97 Program.
11. Introduction in Microsoft Windows 98.
12. Introduction in Internet.
13. Introduction in Microsoft Excel 2000.
14. Introduction in Microsoft PowerPoint 2000.
15. Communication skills with others
16. Developing administrative skills.
17. Cambridge International Certificate for IT.
18. Advanced Course in Word 2007.

Experiences:

- Director of the office of the editor-in-chief of Alriyadh newspaper
- I worked in and public relations department in Alyamamah press establishment since 1996 up to 2004.
- I worked in Follow-up international offices since 2004 up to 2008.
- I worked in Technical Editing Department since 2008 up to 18/2/2014.

Contact Data:

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