

REEM MAROUEI AREISHI

OBJECTIVE

- Joining the professional work and high-level.
- Work and get more administrative responsibilities and to develop management skills and practical.





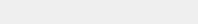

Contact

🏠 Abha, Saudi Arabia
☎ +966531236055
✉ reem555.ar@gmail.com

Languages

Arabic 
English 

Skills

Microsoft Office 
Leadership 
Team Work 
Making Decision 
Supervisions 
Communication 

Experience

2009 - Present **Certified Computer Trainer and Training Coordinator**
Higher Cultural Institute for Women

Education

2020 **Diploma Project Management**
King AbdulAziz University

2020 **Diploma Human Resources Management**
King AbdulAziz University

2008 **Diploma Technical programming**
King Saud University

Certification & Courses

- ISO 9001 Quality System Management Course in Performance Improvement.
- Infographic Course.
- Training of trainers certificate (TOT)
- Executive office management course.
- Certificate of computer maintenance and technical support.
- International Computer Driving License. (ICDL)
- English language course, first and second level.
- E-marketing and content management course.
- Financial accounts management course.
- Infection Control Certificate from the Saudi Red Crescent Authority