

Reema Abdallah Aljarboua

CAREER OBJECTIVE

Joining a professional work environment that helps me to develop my scientific and practical skills, acquire new skills, and be an effective and productive member

Educational Qualification

Diploma of Public relations from King Saud University

Experience

Volunteer in Administrative and Legal Work at Al Yamamah Hospital
volunteer as a Manager Assistant at Association of People with Speech and Language Disorders

COURSES

Intensive English Course
Self development strategy course
Professional ethics in the common work environment course
Cyber security course
Computer course in office work
Human Resources course
Customer service course
Work stress management course
Effective communication skills course
Creative thinking course
Marketing course
Basic management course

Skills

Communication skills and teamwork
Proficiency in using office softwares, Word, Excel and PowerPoint
Flexibility at work
Work well under pressure
Fast learner

Languages

Arabic
English

contact information

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