

# Student Name

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## OBJECTIVES

To obtain an employment relevant to my education and experience and to further enhance my education by participating in workshops, seminars and certificate programs.

## HIGHLIGHTS OF QUALIFICATIONS

- Over 2 years of industry experience in HR
- While working at the Investment Club at King Abdul-Aziz University, I managed to raise \$55,000 of funds from National Saudi Bank to support the Club's activities
- Founded the Human Resource Management Club at the King Abdul-Aziz University
- Received recognition award from National Foods Company for participating in their product development program
- Strong leadership skills demonstrated by acting as Cultural Affairs Member at King Abdul-Aziz University

## EDUCATION

### **King Abdul-Aziz University, Jeddah, 2009**

Bachelor of Business Administration focused on management information systems. Completed with cumulative GPA of 3.77

## EXPERIENCE

***Marketing Manager* | Finance, and Investment Club at King AbdulAziz University, Jeddah, Saudi Arabia, 2003-2005**

***IT Consultant | Private Commercial Saudi Group, Saudi Arabia,  
Jul-Aug 2009***

***Public Relationships Officer | United Arabic Company, Saudi  
Arabia, Feb-Nov 2004***

***Business Developer | National E-magazine, Vancouver, Canada,  
2008-2010***

### **SKILLS**

- Competent in a variety of computer applications such as Words
- Professional photographer and photo editing using Photoshop
- Strong communication and interpersonal skills

### **TRAINING AND CERTIFICATION**

- Microsoft Word training – Saudi Arabia Education Centre
- PowerPoint training – Saudi Arabia Education Centre
- Seminars in various topics about the future of Human Resource Management, King Abdul-Aziz University Club
- Presentation and Public Speaking training – The Investment Club at King Abdul- Aziz University