Sabreen Saleh Alkahlani

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About Me

I am interested in technology and volunteering work, and I seek to advance and excel at work by consolidating knowledge and practical skills to contribute to increasing productivity and achieving job satisfaction.

Skills

- Teamwork
- Problem Solving
- Regularity
- Leadership
- Quick learning and achievement
- Good communication Skills
- Using Microsoft office programs

Languages

- Arabic
- English

Work Experience

2021 -2022
4 months

Project Associate | Astrolabs
Executing events, communicate, coordinate and support all participants , stakeholders, and clients.

2021 - 2021
1 month

User Testing Coordinator | RCU
Manage and collection, delivery, entry, verification, analysis, and reporting of data.

2019 - 2021
2 years

Participant | RCU
Attending many community and awareness workshops and undertaking many initiatives and tours and lead group of participant of Hammayah Team.

2019
1 month

Organizer| Experts Academy
Providing services to participants in the scholarship program of the Royal Commission in Al-Ula.

2018 - 2020
2 years

Volunteer | Ihssan Academic Club
• Participating in the activation of the International Civil Defense Day 2019 under the slogan "Children's safety is our goal".
• Participating in a work program to deal with the blind and those with special needs.
• Participation in organizing a trip to visit the Islamic monuments in Al-Ula.
• Organizing a sports walking marathon at Taibah University.
• Organizing a ceremony for female graduates of batch 15 at Taibah University.

Education

2021
3 months

UX design course
Udacity

2015 - 2020
5 years

Bachelor of Computer Science
Taibah University
Specialization: Computer Sciences
GPA: 4.71 out of 5 Excellent with second honors

Courses

- Planning
- Task management
- Innovation
- Dale Carnegie skills for success
- Soft Skills
- Training to use Google Drive
- Executive secretariat and office management
- Creative thinking skills in the work environment
- Presentation skills
- Collaboration
- Emotional intelligence
- Design Thinking
- Employment skills program
- Basic principles in cybersecurity
- Customer service principles
- Transforming teaching and learning by STEM education