

Lama Alzahrani

Jeddah

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CAREER OBJECTIVE

To obtain a position that allows me to develop my skills and gain practical experience in a professional environment. I aim to achieve professional and personal growth by executing assigned tasks, enhancing my skills, and taking advantage of the opportunities provided by the job.

EDUCATION

Bachelor's Degree in Information Technology

King Abdulaziz University

Grade: Excellent with Second Class Honors.

July 2023

GPA: 4.74/5

English language test

I have an academic IELTS certificate with a score of 7

EXPERIENCE

Internship at the Royal Commission for Makkah City and Holy Sites

June – Aug 2022

Information Technology department

- Developed design wireframes and specifications to meet user needs. Supporting IT projects by conducting research, gathering data, and analyzing requirements.
- Providing technical support to users and troubleshooting IT issues as they arise.
- Participating in meetings and workshops to gain insights into IT strategy and operations.
- Documenting processes, procedures, and project progress for reference and future analysis

COURSES

- Artificial Intelligence course
- Effective Communication courses.
- Sales and Marketing course.
- Team Building course
- Critical Thinking.

SKILLS

- Proficiency in Microsoft Office applications for data management, document preparation, presentations, and project management.
- Skills in user experience (UX) and user interface (UI) design, including understanding user needs, designing user experiences, and creating visually appealing and user-friendly interfaces.
- Ability to provide technical support and troubleshoot issues on computer systems and software, diagnosing problems and implementing solutions.
- Experience using UX/UI design tools like Figma and Adobe XD to create innovative and visually appealing designs for users.
- Commitment to accuracy and detail in data compilation and analysis.
- Organizational skills for systematic and timely report preparation
- Efficient time management and coordination across departments.
- Strong communication skills for interacting with teams and individuals.

Language

Arabic: Native

English: Fluent