

# 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