# **Curriculum Vitae**

## **Personal Information:**

Name : Alaa Ramadan ALzaharna

Date Of Birth :28 April 1987
Place Of Birth :Saudi Arabia

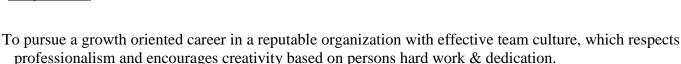
Marital Status :Single

Nationality :Palestinian
Address: Palestine-Gaza Strip.

E-mail: alaa zaharnh@hotmail.com

Mobile: 00970599421244 Mobile: 00970567421244





# **EDUCATION:**

❖ Bachelor degree of business administration from Al-Azhar University "GAZA" 2004-2009 General average 85% and accumulative average 79.71%.

❖ High school certificate.
2003-2004

# **Experience:**

- ❖ Worked at IOCC Organization as a Data Entry in Health Nutrition Project. **2020**
- ❖ Worked at PalBox-Gaza as a Teller and Salesperson.
  2018-2019
- ❖ I worked at Empowering Energy Contracting Company in Saudi Arabia as an administrative accountant in the financial management department.
   2014-2017
- ❖ I worked at Palestinian Telecommunication Company. (PALTEL) in the fields of Telesales Admin, Data Entry, Administrative Supervisor, Training, Quality Officer, and Customer Retention Unit.
  2010-2012
- ❖ I worked at advanced communication & electronics Systems Company in Saudi Arabia. (ACES) as a Human Resources Officer.
   2009-2010



#### **Courses:**

I have successfully completed two courses in:

- TOT.
- ❖ ICDL: Microsoft windows, word, Excel, PowerPoint, internet and email.

#### Language:

- ❖ Arabic (Native language).
- English.

## **Interest and activities:**

- Develop my background in management.
- Sport: Football, Volleyball, Swimming.

## Personal:

Have a good sense for solving problems, able to adapt to various working sittings, excellent communication skills with customers have a good response with team work, self reliant and capable of independent communicative with people from wide range of backgrounds, excellent listening skills.

# Refrences:

1. <u>NAME:</u> Samah Alrozi <u>profession:</u> Project Manager <u>Mobile:</u> 0599861402

2. <u>NAME:</u> Mohammed Nofal <u>profession:</u> Supervaisor <u>Mobile:</u> 0592220190

3. <u>NAME:</u> Mohammed Abu Wardah <u>profession:</u> Showroom Manager <u>Mobile:</u> 0568561398