

Fatima Al-Najjar



Personal Information

Mobile #: Bahrain +973 66981119
E-Mail: fati.najar@icloud.com
Nationality: Bahraini
Marital Status: Married
Date of birth: 26/08/1991

Education

- **Bachelor degree in Sociology/Psychology studies**
University of Bahrain – Bahrain September 2014 to January 2017
GPA: 3.22
- **Diploma of Commercial studies**
University of Bahrain – Bahrain 2012-2013
GPA: 3.33
- **Bachelor of Management (Uncompleted)**
University of Bahrain – Bahrain 2009-2012
- **High school (Tawjeehia) Degree**
Al'Ahd Al-Zaher Secondary School – Bahrain 2006-2009

Working Experience

University of Bahrain – Bahrain 2013-2017
Worked part-time as a secretary in Deanship of Students Affairs (Student's Services and Development Department).

University of Bahrain-Bahrain September 2013 to December 2013
Worked as a trainee in Community Service Center and Continuing Education's Center.

Ministry of Labor and Social Development July to August 2013
Worked as a trainee.

Skills & Personal Characteristics

- Very Fast learner.
- Advanced Microsoft Office skills.
- Sharp especially about small details.
- Team work skills.
- Communication skills.