

HALIMA AL-ZUBAIDI

SUPPLY CHAIN MANAGEMENT

Dammam, Saudi Arabia | 0534511003 | Hlmhlym964@gmail.com

Objective

Seeking a role in Supply Chain, Procurement, or Logistics to optimize operational efficiency and drive business success, leveraging strong organizational and analytical skills.

Experience

Saudi German Hospital, Dammam Intern - Supply Chain Department January 2024 – June 2024 (Tamheer Program – 6-month Intern)	2024 - Present
- Coordinated supply chain operations for medical supplies. - Assisted in report and document preparation. - Managed supplier communications, purchasing, and receiving. - Contributed to workflow improvements and organizational solutions.	

Education

Imam Abdulrahman Bin Faisal University Business Administration Diploma in Supply Chain Management	2024
Certifications & Training	

- Principles of Supply Chain and Logistics Certification
- Effective Workplace Communication Course
- Office Management and Administrative Fundamentals Course

Skills & abilities

- Technical Skills:** Supply Chain & Logistics Planning, Procurement & Supplier Relationship Management, Report Writing & Data Analysis (Excel), Inventory & Warehouse Management, Microsoft Office Suite.
- Core Skills:** Professional Communication & Team Collaboration, Problem Solving & Decision-Making.
- Management Skills:** Ability to work under pressure and meet deadlines.

Languages

- Arabic**
- English**