

Mohammed Abdullah Alzahrani

Business Administration | Fresh graduate

+966502129786 | MohammedAlzahrani_@outlook.com | Dhahran | [MohammedAlzahrani](#)

SUMMARY

Motivated Business Administration graduate with a strong foundation in Management, Finance, and Organizational Development. Skilled in problem-solving, teamwork, and effective communication. Interested in applying analytical and strategic thinking to improve business performance and support organizational growth. Eager to gain practical experience and contribute positively to dynamic work environments.

EDUCATION

Imam Mohammed Ibn Saud Islamic University

July 2020 - Aug 2025

Degree: Bachelor of Business Administration

GBA: 4.11 / 5

EXPERIENCE

- **One To One Company – ALKHOBAR General Manager** Sep 2025 – Present
 - Assisted with admin tasks, data entry, and inventory tracking.
 - Supported budgeting, procurement, and guest service operations.
 - Observed HR processes like scheduling and onboarding.
 - Strengthened organizational, communication, and teamwork skills.
- **Saudi Telecom Company (STC) - Internship** Jun 2025 – Aug 2025
 - Organized and monitored daily administrative tasks
 - Learned official correspondence and communication procedures
 - Assisted in preparing reports and documents
 - Attended meetings on company systems and policies
 - Collaborated with team members to support operations

ACADMIC PROJECT

- **HRM IMPACT ON ORGANIZATIONAL EXCELLENCE – GRADUATION PROJECT**
 - A Case Study of AL-Shalawi Global Logistics Services Company.
 - Conducted a quantitative study with 105 participants across departments.
 - Evaluated recruitment, training, appraisal, and motivation practices.
 - Delivered strategic recommendations for HR alignment.
- **STRATEGIC ANALYSIS OF JAHEZ COMPANY**
 - Strengths and weaknesses analysis.
 - Recommendations for improved growth and expansion.

CERTIFICATION

- **LEADERSHIP SKILLS** Associated with: Dorooob
- **SMART INVESTMENT AND MONEY GROWTH** Associated with: Dorooob
- **STRATEGIC PLANNING** Associated with: edraak

SKILLS

- LEADERSHIP
- TEAMWORK
- STRONG COMMUNICATION
- PROBLEM SOLVING
- CRITICAL THINKING
- TIME MANAGEMENT
- MICROSOFT OFFICE

LANGUAGES

- ARABIC
- ENGLISH