

SARA ALMUFARRIJ

Public Relations

Riyadh, Saudi Arabia

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SUMMARY

Fresh graduate seeking a challenging full-time position in Media and Public Relations to continue my outstanding performance, self- development and be as a recognized person in communication and relation with colleagues and customers

EDUCATION

Sep 2020 – Jun 2022

Diploma of Public Relations

Imam Muhammad Ibn Saud Islamic University

GPA 5/4.97

EXPERIENCE

Dec 2023 – jun 2024

Executive secretary (Tamheer)

Public Prosecution

VOLUNTEERING

Sep 2022

Public Relations Coordinator

Saudi Aikido Committee

COURSES

Microsoft Office Programs

AlFaisal International Academy

Duration: 3 Months (120 hours)

Department of Public Relations and Corporate Communication

Ministry of Tourism of Saudi Arabia

Planning strategies

National Entrepreneurship Institute (Riyadah)

SKILLS

Microsoft Office

Marketing

Problem Solving

Customer Service

Time Management

LANGUAGES

Arabic (Native)

English (Good)