



📍 Jordanian
🏠 Ajman, UAE

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🎂 17-03-1994
♀ female

PROFILE

Looking for a job and I want to associate with the organization to increase my professional skills and develop in the company. Hardworking and eager to get opportunities to improve me professionally, challenge my skills, and contribute to the growth of the organization with quality services and improve the performance of the work of the facility, I'm a goal-oriented person and very eager to learn.

EDUCATION

→ 2018 Jordan University of Science and Technology
BSc. Industrial Engineering

AREAS OF EXPERTISE

06-2018 → 08-2018 University Training, Hospital KAUH, Jordan
Quality Control
- Continuous improvement of the performance of all hospital departments, ensuring the quality and efficiency of medical care and Coordinate efforts to maintain a safe hospital environment.

11-2020 → present AL Waseet Company
Reception & Customer Service
- Receive and transfer phone calls to the administrator and read and respond to company emails. Responding to customers' questions and inquiries, whether by phone or during their visit to the company, about the nature of the company's work and the services it provides, and in the event that the customer can be transferred to an official. Maintain customer satisfaction by making decisions to solve problems and managing employees.

PERSONAL SKILLS

- ✓ Hard Working
- ✓ Managing tasks and problem-solving skills
- ✓ Analysis and Decision-Making skills
- ✓ Time Management
- ✓ Able to work on my initiative or as part of a team
- ✓ Attentive to details
- ✓ Organization
- ✓ Office work skills
- ✓ Communication skills

SOFTWARESKILLS

Microsoft Power Point ■■■■■■

Microsoft Word ■■■■■■

Microsoft excel (Advanced Excel) ■■■■■□

Solid Work ■■■□□□

LANGUAGES

Arabic ●●●●●●

English ●●●●●●

TRAINING COURSES

- **Advanced Excel**, Jordan Engineers Association, 2019.
- **ISO 14001**, Jordan Engineers Association, 2018.
- **Lean Management**, Jordan Engineers Association, 2019

GRADUATION PROJECT

Lean manufacturing implementation in towels manufacturing,
The goal :
Find the problem and waste by use Value Stream Mapping System