

# Abdulmajeed M. Aldubaikhi

Riyadh, Saudi Arabia

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## PERSONAL PROFILE

I am a highly motivated Bachelor's in Business Administration senior student at Imam Muhammad bin Saud University, driven by a passion for continuous learning and personal growth. With strong communication and presentation skills, I bring great management capabilities to effectively lead and coordinate tasks. As an active member of the Enjad Rescue Team, I am dedicated to helping others, and my involvement in various student clubs has further honed my teamwork, organizational, and leadership abilities, enabling me to adapt and thrive in dynamic environments.

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## EDUCATION

**Imam Muhammad bin Saud University**

**Riyadh, Saudi Arabia – Sept 2020 – Feb 2025**

*Bachelor's in Business Administration*

*Core modules:* Principles of Management, Financial Accounting, Marketing, Organizational Behavior, Corporate Finance, Operations Management, Business Strategy, Human Resource Management, Insurance and Risk Management, Economics for Business.

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## WORK EXPERIENCE

**Enjad Rescue Team**

**Riyadh, Saudi Arabia – Oct 2020 – Present**

I have successfully responded to over 200 mayday requests, assisting individuals stranded in the desert and ensuring their safe rescue. My dedication and passion for helping others earned me the honor of being recognized by the Enjad Team as the Best Rescuer of the Winter Season in 2023. Helping people in need is a cause I deeply care about and take immense pride in.

**Free Real Estate Agent**

**Riyadh, Saudi Arabia – July 2022 – Present**

Utilized my network of real estate agents and clients to effectively match customers with suitable housing and land options, generating over 300k SAR in commission revenue through strategic relationship management.

**Nawafith Muhasabiyah**

**Riyadh, Saudi Arabia – Aug 2023 – Nov 2023**

as the Management Director of Nawafith Mohasabiya, where I organized event sponsors, coordinated booth designs and setups, and managed visitor flow to enhance the overall experience. The event successfully attracted over 1,000 visitors.

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## EXTRACURRICULAR ACTIVITIES & AWARDS

**Business Administration Student Club**

**April 2024**

Received the Award of Excellence.

**Accounting Student Club**

**Feb 2024**

Actively welcomed new students, shared club information, and encouraged membership.

**National Center for Non-Profit Sector**

**Feb 2024**

Completed over 100 hours of volunteer work with the Civil Defense and the General Authority of Statistics, contributing to community safety and data initiatives.

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## SKILLS

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|-------------------|-----------------------|------------------------|
| • Communication   | • Strategic Thinking  | • Microsoft Word       |
| • Self-learner    | • Decision Making     | • Microsoft PowerPoint |
| • Problem-solving | • Arabic (Native)     | • Microsoft Excel      |
| • Teamwork        | • English (Bilingual) | • Management           |