

H a m e e d A l - Y a m i

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O B J E C T I V E

Recent MIS graduate specialized in data analysis and business analysis with skills in system analysis, data management, and business process optimization. Passionate about leveraging technology for efficiency, with a career goal of becoming an impactful IT project manager.

E D U C A T I O N

2020 – 2025 Bachelor of Science in Management Information Systems

Jeddah university, UJ

- Relevant Coursework: System Analysis and Design, Database Management, Business Process Optimization, IT Project Management.

C E R T I F I C A T I O N S

-Microsoft Excel Expert Certification:

- Proficient in advanced Excel functionalities, enabling efficient data analysis and reporting.
- Able to streamline workflows and enhance productivity through effective use of Excel tools.
- Experienced in utilizing Excel to generate detailed reports and dashboards that support decision-making.

-Power BI Course Certificate by Almoobdion:

- Gained hands-on experience in data visualization, report creation, and interactive dashboards.
- Learned data cleaning and transformation using Power Query for analysis.

-Data Analysis Certification from IBM:

- Presented by STC, this certification demonstrates proficiency in data analysis techniques and tools, enhancing my ability to derive insights from complex datasets.

W O R K E X P E R I E N C E

2023 – Present/ Procurement Manager in Eshraq Sohail Auto Maintenance Company.

- Utilizing Excel for data analysis, inventory tracking, and budget management.
- Create and maintain detailed procurement reports and spreadsheets to support decision-making.

S K I L L S

Communication skills:

- Team collaboration skills.
- active listener.

Teamwork skills:

- Build strong team relationships.
- team contributor.

Proficient skills:

- Time management.
- Highly adaptable.

Technological skills:

- Microsoft's office tools.
- Power BI for data analysis.

Critical thinking skills:

- Problem solving.
- Critical thinking.

Interpersonal Skills:

- Relationship building.
- Conflict resolution.