Alamasi.safiya@gmail.com Phone Number: 0561125090

Education

King Saud University (2015–2020) Mathematics (Bachelor's degree), GPA: 4.79

Experience

• Business Analyst Intern at Majara (2021)

Duration: Three months.

Key duties:

- Listing Business Requirements
- Content Creation: Branding Strategy
- Use Case Scenarios/ Diagrams
- Competitive Comparison Matrix
- UI Design (Mobile App)
- Radio Announcer in Children's Studio (2007-2011)

Saudi Radio, Medina

Key duties:

- Reading scripts and dialogues on-air. This required a clear, steady and confident voice that could also change easily depending on the emotions needed.
- Receiving calls from the audience. This required great communicating skills and a strong ability to work under pressure.
- Recording songs for the show occasionally.

Extra curricula

• Vice President of Math Club (2017-2018)

King Saud University, Riyadh

Key duties:

This job requires accuracy, punctuation, cooperation, and management skills.

• President of Math Club (2018-2019)

King Saud University, Riyadh

Key duties:

This job requires an excellent leadership skill. It involves organizing events, arranging periodic meetings, fast decision-making skills and crisis management. Most importantly, as a president I must know each members' abilities and strengths to put them in the right position.

Skills

- Computer skills Microsoft (PowerPoint, Excel, Word), SPSS.
- Research skills
- Language Fluent in both Arabic and English. Elementary Proficiency in Hindi.
- Leadership skills

- Social skills:
- Active listening.
- Strong verbal and written communication.
- Efficient body language, including eye contact, and facial expressions.
- Cooperation and adaptation in a team.
- Showing empathy and compassion towards workers.
- Reach people deeply by building trust and a sense of safety.
- Event management skills Strong attention to details, which helps create an impeccable event.

Conferences and Workshops

- Hoffman Academy Piano Lessons Completion of 7 Units (30/7/2021)
- Business Analysis Fundamentals Course, Udemy (12/7/2021)
- The Ultimate Animal Drawing Course Certificate Online Course, Udemy (10/5/2021)
- The Ultimate Face & Head Drawing Online Course, Udemy (14/3/2021)
- Music Theory for Complete Beginners Online Course, Udemy (25/6/2020)
- The Ultimate Drawing Online Course, Udemy (19/5/2020)
- Academic Research Course at New College Group in Manchester (19/7/2018)
- Leadership Course at New College Group in Manchester (17/7/2018)
- Content of School Textbooks Workshop by Tatweer Co. for Educational Services (4/2/2018)
- Multiple Intelligence Habits Course at King Said University, Deanship of Skill Development (13/2/2017)
- **Secrets to Academic Excellence Course** at King Saud University, Deanship of Skill Development (12/2/2017)
- Learning Is a Life Conference Family Innovation Company, Kuwait (19-23/1/2015)
- Speed Reading Course for (15) hours, Technical & Vocational Training Crop(2013/11/11-8)
- Web Development Using HTML Workshop in Prince Sultan University (16-20/2/2013)
- Ten Keys of Success Course at Riyadh Schools (20/11/2012 and 12/12/2012)
- The Art of Speech Course at Riyadh Schools (24/11/2012)
- **Volunteering for The International Day for Kidney Patients** at Maternity and Children Hospital, Association for Social Awareness and Rehabilitation, Medina (16/3/2012)
- I, The Body, Soul, Mind and Emotions Conference Family Innovation Company, Kuwait (22-26/1/2012)
- Our Identity Conference Family Innovation Company, Kuwait (5-9/2/2011)

Programs

- Preparation for Higher Studies in Mathematics from Salford University (10-28/6/2019)
- General English Course at New College Group in Manchester (25/6 20/7/2018)
- Enrichment Summer Program (Natural Sciences) King Abdul-Aziz & His Companions Foundation for Giftedness and Creativity (MAWHIBA), Taiba University, Medina (16/6 6/7/2012)
- Harvard Summer School Program, Boston (21/6 9/8/2014):
 - Introduction to Programming Using Java (4 Credits)
 - **Precalculus Mathematics** (4 Credits)

Certifications

- Organization of **Drama Club Events**, College of Arts, King Saud University (2020)
- Organization of "Discovering Science" in Hayat Mall, College of Science, King Saud University (2020)
- Member of **The Student Council** in King Saud University (2019 and 2020)
- Participation in "College Life and Taking Chances" Meeting, Starting and Ambition Center (2018/9/15)

- Participation in **The Introductory Meeting for Freshman Students** in King Saud University (2018)
- Leadership of "Mathemagic" Event, Math Club, King Saud University (2018)
- Leadership of "Math Zone" Event, Math Club, King Saud University (2017)
- Leadership of "Land of Art" Event, Math Club, King Saud University (2017)
- Organization of "Off the Grid" Event for (72) hours, Math Club, King Saud University (2017)
- Organization of **Math Club Events** for (200) hours, King Saud University (2017)
- **Best Presentation Award** in Continuous Assessment Project, Deanship of Prepatory Year, King Saud University (2016)
- "Commitment is Life" Certificate, Deanship of Prepatory Year, King Saud University (2016)
- Completion of **Talent Oasis Events**, Deanship of Prepatory Year, King Saud University (2015)
- Excellent Student Award in Riyadh Schools (2013 and 2014)
- Participation in the **Mathematics Olympics (First Phase)** in Medina (2012)
- Participation in Creative Talents Exhibition at Al-Rashid Mall, Medina (11-15/1/2011)
- Member of **The Council Committee** at Riyadh Schools (2011)

Hobbies and Interests

- Reading: Fiction, Non-fiction, Psychology, ...
- **Drawing:** Abstract/ Portrait
- Writing: Both Expository and Descriptive
- Playing the Piano (Beginner)
- Dance: Hip Hop/ Bollywood
- Singing