



📞 0595707001

📅 24-03-1999

🏠 Nablus, Palestine

✉ maha123owais@gmail.com

♀ female

PROFILE

A highly organized and hard-working individual looking for a challenging role in a reputable organization to utilize my technical, and management skills for the growth of the organization as well as to enhance my knowledge about new and emerging trends in the IT sector. I have a lot of computer skills.

EDUCATION

2017 → 2021 **An-Najah National University**
Bachelor's degree in Computer information systems

WORK EXPERIENCE

2021 → 2021 **Former trainee at Paltel**
Nablus

- Knowledge of programming languages: Java, css and html
- Knowledge of Object-Oriented Programming (OOP)
- Knowledge of data structure and algorithms
- Knowledge in different operating systems
- Cisco routers and switches
- prepared detailed report
- Knowledge in database development

PERSONAL SKILLS

- ✓ Detail oriented, strong organization and a high degree of accuracy
- ✓ Managing tasks and problem-solving skills
- ✓ Analysis and Decision-Making skills
- ✓ Networking, negotiating, and problem-solving skills
- ✓ Able to work on my initiative or as part of a team
- ✓ Excellent conceptual and analytical skills

SOFTWARESKILLS

Microsoft Word ████████

Microsoft excel ████████

Microsoft Power Point ████████

LANGUAGES

Arabic ●●●●●●

English ●●●●●○

TRAINING COURSES AND CERTIFICATION

- International Computer Driving License(ICDL)
- Modern Office Management
- Public Relations
- English Language
- Al-Shamel Accounting program

