

Khaled Nasser Al-Khamisi



khaledalkhamisi300@gmail.com



0544527823



Riyadh

Objective

I have practical experience in government relations, where I have been responsible for coordinating with government entities in the private sector. I am capable of working under pressure and possess strong organizational skills that allow me to manage time efficiently and achieve set goals. I seek to leverage my skills in a dynamic work environment that enables me to contribute to process improvement and institutional success.

EDUCATION



Bachelor's Degree



Major: Mathematical Sciences

University: University of Jeddah

Graduation Year: 1445 AH

Cumulative GPA: 4.30 / 5

Work Experience

Government Relations Officer

Private Sector - Companies

From 01/07/2024 – Present

- Managing the company's relations with government entities and coordinating administrative procedures.
- Providing legal and regulatory advice to employees and management.
- Following up on government transactions and providing quick solutions to administrative issues.
- Coordinating with government departments to complete company-related procedures.
- Organizing events and meetings between the company and government entities.

SKILLS

- Ability to work under pressure and perform efficiently.
- Excellent time management and task organization skills.
- Proficiency in using computers and Microsoft Office programs.
- Ability to find practical and effective solutions to workplace challenges.
- Capability to work within a team and coordinate group tasks.

LANGUAGES

- Arabic: Native
- English: Good