



Yousef Alawi

Date of birth: 15/02/1997 **Place of birth:** Jeddah, Saudi Arabia **Gender:** Male

Phone number: (+966) 508620720 **Email address:** Yousefalawi97@gmail.com

Home: Al rayyan dist, 23741 Jeddah (Saudi Arabia)

ABOUT ME

I am a graduate of administrative sciences with extensive knowledge of management principles. I seek to apply my academic skills in a practical environment that allows me to develop and contribute to achieving the organization's goals.

WORK EXPERIENCE

ABV Rock Group Limited

Security Officer

[10/01/2016 – Current]

Implementing approved security measures and adhering to company policies.
Prevention of unlawful or inappropriate activity.

EDUCATION AND TRAINING

Administrative Science
king Abdul-Aziz University

SKILLS

Teamwork / Time Management / Office management / Problem Solving and work under pressure

LANGUAGE SKILLS

Mother tongue(s): Arabic

Other language(s): English

COURSES

Executive Assistant series

Administrative Assistant