

# Al-Bandari Ibrahim Aljurais

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albandria912@gmail.com

Riyadh

## CAREER OBJECTIVE

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An administrative leader with solid professional and academic experience in operations management and organizational performance development. She has a distinguished professional track record in leading teams, improving operational efficiency, and building effective work systems based on strategic planning and good governance. She combines a deep understanding of human behavior with practical management experience, which has enabled her to manage change, make impactful decisions, and achieve sustainable results that support organizations' strategic objectives. She seeks to assume a senior leadership position through which she can create meaningful impact, lead high-quality initiatives, and enhance institutional excellence over the long term.

## EDUCATION

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- **Bachelor of Science in Psychology**  
King Saud University  
Graduation Year: 2011
- **Master of Science in Psychology**  
Imam Muhammad ibn Saud University  
Graduation Year: 2016
- **Diploma in Governance**  
King Khalid University

## PROFESSIONAL CERTIFICATIONS

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- SHRM-CP (In Progress)
- Qualified Behavior Analyst (QBA) Course.

## PROFESSIONAL LICENSING AND ACCREDITATION

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- Professional Classification from the Saudi Commission for Health Specialties as a Psychologist.

## EXPERIENCE

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- **Seven Dimensions Center**  
Job Title: Administrative Director  
Term of Employment: 2 years
- **Princess Nourah bint Abdulrahman University**  
Job Title: Lecturer  
Term of Employment: 2 years
- **Inclusion School**  
Job Title: Special Education Consultant  
Term of Employment: 3 years
- **Inclusion School**  
Special Education Supervisor  
Term of Employment: 2 years
- **Ihyaa Center for Psychological Counseling**  
Job Title: Psychologist  
Term of Employment: 3 years

## COURSES

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- Saudi Labor Law
- Human Resources Management (HRM)
- Excel Spreadsheet Program
- Effective Customer Service Communication

## SKILLS

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- **Hard Skills:**
  - Proficiency in Microsoft Office applications
  - Data analysis using Excel
  - Management of e-learning systems
  - Skills in using human resources systems
- **Soft Skills:**
  - Communication skills.
  - Time Management.
  - Problem-Solving Skills.
  - Leadership.
  - Decision-making.