

Shaikha Mohammed AlShamsi

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EDUCATION

Al Ain

Bachelor in Agribusiness & Consumer Science

United Arab Emirates University

High School Diploma

Al Alyaa Girls School for Basic and Secondary Education.

WORK EXPERIENCE

Al Ain
2012

Internship, Department of Serving Community

Al Ain Municipality - Eastern Sector | 02/27/2012 to 02/01/2012

- Participated in an internship program focusing on community service initiatives, contributing to various projects and gaining practical experience in administrative roles.

SKILLS

- **Computer Skills:** Proficient in Microsoft Office (Word, Excel, PowerPoint), Internet Explorer, and email communication. Experienced in online shopping and e-commerce activities.
- **Language Skills:** Fluent in Arabic (spoken and written) and good command of English.
- **Online Shopping:** Skilled in buying and selling items online, demonstrating strong e-commerce capabilities.

CERTIFICATIONS

Al Ain
2008

- **IELTS Certificate** — Pass with 5

CAREER OBJECTIVES

- To integrate theoretical studies with practical job environments, leveraging my knowledge for skill improvement in real-life settings.
- Aspire to contribute as part of a highly professional team, seeking greater challenges and responsibilities in an administrative capacity.

