

# Maitha Sultan AlShamsi

## High school graduate 2011

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### Career Objective

High school graduate I have a lot of ambitions that I seek to achieve And seeking to join a leading body that allows its employees to apply ly the best skills And creating a stimulating environment in an effort to form a professional team to achieve the developmental work goals And soft skills

### Education

High school/2011

Al-Alia School

GPA 88.4

### Courses and Certificates

ICDL Certificate

Vocational Qualification Course

Positive Communication in the Workplace Course

Early Childhood Development Sciences Course

Advanced Certificate in Early Childhood Care and Education 108 credit hours

Time and stress Management Course

### Skills

Proficient in using computers.

Ability to adapt under pressure.

Time management and multitasking skills.

Full adaptability to work within a team.

Ability to quickly acquire new skills and knowledge.

Positive communication skills.

Languages - Arabic: Excellent in speaking and writing

English: Good in speaking and writing