# **QAIS MAKHAMREH**

# **BUSINESS ADMINISTRATION**

### PERSONAL PROFILE

Outgoing Business Administration fresh graduate from Princess Sumaya university for Technology. seeking to leverage my skills and professional expertise to grow in a new job at your department.

#### **GET IN CONTACT**

Address: Um Uthaina-Amman Mobile: +962 79-0626246 E-mail: qmakhamreh@gmail.com

Nationality: Jordanian Date of Birth: 16/3/1997 Languages: Arabic, English

### **EDUCATION HISTORY**

PRINCESS SUMAYA UNIVERSITY FOR TECHNOLOGY

Bachelor of Business Administration 2015-2019

Graduated with a GPA 69.4% (GOOD)

#### **AMMAN BAPTIST SCHOOL**

Jordanian High School National program 2015

Information Technology (IT) GPA 76.5%

## **EXPERIENCE**

- Volunteering at Business Development Center BDC 2019
- Graduation project at PSUT
- Delegate at

GJU MUN 2016 PSUT MUN 2017 PSUT MUN 2019

#### OTHER SKILLS

Time Management
Verbal & Written Communication
Accuracy
Multi-Tasking
Organized
Team Working
Issue Resolution
Patient
Microsoft Office: Word, Excel,
Outlook, and PowerPoint