|  |  |
| --- | --- |
| في الأمكان وضع صورتك هنا | **P. O. Box** \*\*\*\*  **Post Code**  \*\*\*\*  **Mobile:-** +966-\*\*\*\*\*\*\*\*\*\*\*\*  +966-\*\*\*\*\*\*\*\*\*\*\*\*  **E-mail:**  **هنا كتابه بيانات الأتصل و البريد الألكتروني** |

Your First & Last Name

|  |  |
| --- | --- |
| Objective | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXX XXXXXXXXXXXXX XXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXX XXXX X XXXXXXX X XXXXXXXXXXXXX XXXX XXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXX XXXXXX. |
| Personal Information | **Marital status:** ????  **Nationality:** ????  **Age:** ?? years  **Date of Birth:** XX-XX-19XX |
| Education | **200X-20XX :** Bachelor Degree ( Write your degree here, أكتب مستواك التعليمي هنا )  **199Z – 200X:** Diploma xxxxxxxxx xxxxxxxxx xxxxxxxx xxxxxx xxxxxxxx xxxxxxx xxxxxx |
| Training and Certificates | * **Microsoft** (Write you training certificate here أكتب الدورات التدريبيه هنا )Windows 7. * **Microsoft XXXXXXXXXXXXXXXXXXXX** * **Microsoft XXXXXXXXXXXXXX** XXXXXXXXXXXX * XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX * xxxxxxxxxxxxxxxxxxx **XXXXXXXXXX** * xxxxxxxxxxx * xxxxxxxxxxxx * xxxxxxxx * xxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxx * xxxxxxxxxxx |
| Experience | * **Mar 2011–**(Write your work experience here أكتب الخبرات العمليه هنا )   **Duties and Responsibilities: (تفاصيل الوظيف التي تعمل بها المذكوره أعلاه)**   * xxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxxxxxx * **Jan 2007 – Dec 2010** – **xxxxxxxxxxxxxxxx- xxxxxxxxxxxxxxxxxx**   **Duties and Responsibilities:**   * xxxxxxxxxxxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx * xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx. * xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx * **Dec 2005 – Dec 2006 – xxxxxxxxxxxx** - **xxxxxxxxxx** - xxxxxxxxxxxxxxxx   **Duties and Responsibilities:**   * XXXXXXXXXXXXXXXX * XXXXXXXXXXXXXXXX * XXXXXXXXXXXXXXXX * XXXXXXXXXXXXXXXX * XXXXXXXXXXXXXXXX |
| Extracurricular activities | * XXXXXXXX (أكتب مهارتك هنا) * \*\*\*\*\*\*\*\*\*\*\*\* * \*\*\*\*\*\*\*\*\*\*\*\* * \*\*\*\*\*\*\*\*\*\*\*\* * \*\*\*\*\*\*\*\*\*\*\*\* * \*\*\*\*\*\*\*\*\*\*\*\* |