

Raneem Saud Almutairi

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Professional Summary

A System Analysis and Design professional with the ability to understand user needs and translate them into effective technical solutions. Skilled in requirement analysis, logical system structuring, creating prototypes, and workflow testing. Motivated to apply my knowledge in a professional environment that values innovation and user-centered system development.

Work Experience

During my cooperative training, I gained hands-on experience in a real work environment where I applied principles of Systems Analysis and Design, contributed to developing technical solutions, documented requirements, analyzed workflows, and supported various technical tasks.

Roles & Responsibilities

- Analyzed system requirements and documented user needs accurately
 - Participated in designing logical system structures and workflow diagrams
 - Prepared system analysis documents and enhancement follow-up reports
 - Performed system testing and ensured proper data validation and workflow accuracy
 - Designed user interface prototypes using Figma
 - Collaborated with the team to complete tasks and meet project objectives
 - Assisted with basic technical troubleshooting and daily operational support
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Technical Skills

- HTML
- CSS
- Systems Analysis
- Systems Design
- Requirement Documentation
- Workflow Modeling
- Prototyping (Figma)
- System Testing
- GitHub

Soft Skills

- Problem-Solving
 - Teamwork
 - Time Management
 - Effective Communication
 - Analytical Thinking
 - Fast Learning
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Projects

Smart Qassim Website

- Developed a web platform showcasing attractions and events in the Qassim region
- Designed a user-friendly interface and clear user experience
- Added multiple sections such as attractions, events, products, and expandable content
- Ensured full responsiveness across different devices

Login Page

- Created a user login interface without data storage
 - Designed a simple and clear page to improve user experience
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Education

Diploma in Systems Analysis & Design – In Progress

Al-Qassim University | From July 2023- April 2026

Courses

- Word Processing Program - Doroob
 - Data Entry and Word Processing – AL- Qassim university
 - Introduction to Programming beginner level-Satr
 - Python 101-Satr
 - SQL 101-Satr
 - PowerPoint Presentation -Doroob
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Language

- Arabic
- English: Basic intermediate

(Currently improving)