Shemah Alsulami

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Education

The University of Leeds, Leeds, The United Kingdom

(2017-2018)

Degree of Master of Science with Merit in Health Informatics

Key Skills gained:

* Ability to acquire analytical and problem-solving skills based on evaluation and synthesis.
* Knowledge of research methodologies, methods, and analytical techniques.
* Advanced problem solving and numeracy skills.
* Proficiency in all areas of Microsoft Office, including Access, Excel, Word and PowerPoint.
* Notable Modules: Informatics in Health Care, Systems Thinking in Health Care, Process Modelling, Benefits and Change, Mobile Health, Designing Future e-Health Systems, Spatial Analytics and Visualisation for Health, Machine Learning for Health Data and MSc Health Informatics Project.

**University of Ottawa, Ottawa, Canada**

(2013- 2014)

English language Intensive Program

**King Abdulaziz University, Jeddah, Saudi Arabia**

(2007 – 2010)

Bachelor of Science in Public Administration- Health Services and Hospital Administration

*Cumulative GPA* 4.42/5.0

* Notable Modules: *Health Finance, Health Service Administration, Health Insurance Administration, Work Ethics, Principles of Public Administrations, Health Economics, Psychological Health, Hospital Administrations, Operation Research, and Health Policy.*

Work Experience

Teaching Assistant, King Saud University. Riyadh, Saudi Arabia

(April 2017– Present)

Duties include:

* Assist faculty and other instructional staff in the health administration department by performing teaching or teaching-related duties.
* Teach two (pre-required) courses for master students: organizational behaviour and the principle of public administration.
* Tech other courses (Business ethics, Managerial skills and health and occupational safety courses)
* Help planning and developing teaching materials.
* Nominated to full-sponsored PhD scholarship from King Saud University.

Administrative Specialist. King Abdullah Medical City. Makkah, Saudi Arabia

(2012 – 2013)

Worked in The Health Information Department

Duties include:

* Handling duties related to medical records management and medical reports.
* Double-check patient records for accuracy.
* Evaluating the quality of patient records and producing daily reports.

Marketing assistant. Guidelines Centre. Jeddah, Saudi Arabia

(Sep. 2011- Nov. 2011)

Call center employee, Mobily Company. Jeddah, Saudi Arabia

(Summer 2011)

Certificates and Diploma

* Referencing and Citation Styles: APA 6th course, King Saud University, Riyadh, Saudi Arabia, 13 Sep. 2020
* Completed Short program “Using technology in College Teaching (Blackboard), King Saud University, Riyadh, Saudi Arabia, 6-7, March 2019
* Diploma in American Bored of Neuro-Linguistic Programing, ABNLP, Jeddah, Saudi Arabia, 11, July 2012.
* Medical Terminology Course, 5-16, June 2012, King Abdullah Medical City, Makkah, Saudi Arabia.
* Strategies of Effective Change Program, 28-30, April 2012. American Institute of Personal Development, Jeddah, Saudi Arabia.
* Awarded certificate of Cardiopulmonary Resuscitation for successfully completing the cognitive and performance examination, 17, December 2011. Training and CEM Centre, Jeddah, Saudi Arabia.
* The Comprehensive Quality Course, June 2011, King Abdulaziz University, Jeddah, Saudi Arabia.

Hobbies & Interests

* A volunteer member of the Center Neighborhood, Jeddah (2010-2013).
* A volunteered at Alfaisaliya Women Welfare Society, Jeddah (2009).
* I participated at Jeddah Youth Business Exhibition (2012).
* Other: soccer, hiking and tennis.

References

References are available upon request.