

MUTAZ ALOTAIBI

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Executive Summary

I am a Lecturer in Public Relations and Media Communications at the collage of Media and Communications, King Abdulaziz University. Professional in PR, crisis communications, media campaigns, event planning, developing internal and external communications for organizations, building good images, creating identity, and risk managements. What I like about my field of work is that I am enjoying teaching the PR and have the ability to persuade people.

Work experiences

Lecturer in Public Relations and Media Communications, King Abdulaziz University, Jeddah, KSA

03/2020 - Present

Teaching all concepts and roles of public relations and media and know how to deal with it. Also, teaching on undergraduate and postgraduate courses in the Communications and Media programs, with a specific focus on Public Relations. As lecturer, I participate in the delivery of innovative teaching to enhance the student experience in terms of student engagement and attainment.

Public Relations and Awareness Specialist, Saudi Energy Efficiency Center, Riyadh, KSA

12/2019 - 03/2020

As a Public relations and awareness specialist, I create and maintain a favorable public image for the organization I represent. I design media releases to shape public perception of our organization and to increase awareness of our work and goals. Such as write press releases and prepare information for the media, respond to information requests from the media. Also, I helped SEEC to communicate effectively with the public, and maintain our organization's corporate image and identity.

Public Relations & SLA Supervisor, Rent Humane Resource, Riyadh, KSA

08/2018 - 03/2019

Perform all public relations roles, such as planning for media campaigns and reporting on social media. Improve mental image and maintain company reputation. Build good relationships with the public and support the internal and external communications for the organization.

Education

Published a scientific research

Al-Azhar University

02/2019

Master's Degree in Media Communications and Public Relations

Seton Hall University, New Jersey, USA

08/2016 - 12/2017

Bachelor's Degree in media communications and Public Relations

King Saud University, Riyadh, KSA

10/2009 - 03/2013

Professional certificate and course

- Problem Solving and Decisions Making - Almayadin Institution - 2019
- Misk Foundation and FuturePath Distinction, License 11604421 - Misk Institution, Riyadh, KSA - 2018
- Intensive English course as a second language - Oregon State University, Oregon, USA - 2014
- Administrative Assistant Diploma - Almayadeen Institution, Riyadh, KSA - 2012
- Mind Map - King Saud University, Riyadh, KSA - 2012
- Secretarial skills - King Saud University, Riyadh, KSA - 2011
- ICDL Certificate in computer - Alzarga Institution, Riyadh, KSA - 2009

My Goals

My goal is to continue my education and start a PhD in Public Relations and Media Communications. I have the honor to start a PhD at one of a great university in the world. Also, help leading organization that seeks to have a PR professional to develop its organization so that I can practice my knowledge.

Volunteer work experiences as a PR specialist

United Nations, New York, USA
- 04/2017 - 09/2017

Light of Gold PR, Consulting.
New Jersey, USA - 10/2016 - 03/2017

Ministry of Interior, Riyadh, KSA
- 10/2012 - 03/2013

KingSaud University, Riyadh, KSA
- 01/2011 - 07/2012

Al Shahba Construction Company, Riyadh, KSA - 07/2009 - 09/2009

Participate in Conferences & Events as Organizer

KELANA Conference
Riyadh, KSA 2012

E-Health Conference
Riyadh, KSA 2012

Third Scientific Conference
Riyadh, KSA 2012

Skills

Good communications skills.
Time and crisis management.
Hard worker, and teamwork.

Languages

- Arabic - Native
- English - Full Professional

Out of Office



I love to travel when I'm on a vacation, it benefits me a lot for example, know new cultures and meet new people.