



IMAN AL-KHATRUSHI

ABOUT ME

A motivated professional with a background in pharmacy and project management, experienced in administrative leadership and coordinating operations. Skilled in research, organization, and analytical thinking, with a strong commitment to continuous learning and personal development.

EDUCATION

Bachelor of Project Management (IN PROGRESS)

EPM College
2025 - Present

Bachelor of Pharmacy

Al-Saraya Alhamra University
2020 - 2025

High School

Dar Al-ma'arif
2017 - 2020

SKILLS

Teamwork & Collaboration
Fast Learner
Time Management

IT SKILLS

- Microsoft office

COMMUNICATION SKILLS

I have developed excellent written and verbal communication skills via various academic projects and work experiences.

LANGUAGE

- English: Fluent
- Arabic: Native Language

 0924312331

 [Tripoli], Libya

 Ealkhatrushi@gmail.com

EXPERIENCE

- EPM College** *September 2025 - Present*
Administrative Affairs Manager
 - Managed college documents and official records efficiently.
 - Coordinated administrative operations across departments.
- Enlightenment - Custom Presentation Service** *Jan 2025 - Present*
Founder & Presentation Designer
 - Created professional, visually appealing presentations for clients across academic, business, and creative fields.
- Draweel Cosmetics Pharmacy** *October - November 2024*
Pharmacist
 - Worked in product sales and inventory.
 - Provided skincare and cosmetic advice.
- Dat Al Sawary Pharmacy** *July - September 2024*
Pharmacy Intern
 - Learned about prescription handling and customer service.
 - Participated in inventory and medication organization.
- Dat Al Remal Pharmacy** *April - June 2023*
Pharmacy Intern
 - Gained basic experience in dispensing and pharmaceutical care.
 - Developed communication and teamwork skills.