

# MARYAM ALAWADHI

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DOB: 07.06.1996 – BAHRAINI



## SUMMARY

A strategic-minded individual with over 5 years of experience in the field of information technology and financial services. Focused on the area of FinTech, Digitalization and blockchain technology. Worked closely with Silicon Valley startups, and in building tailored accelerator programs to enable their success.



## EDUCATION

### **Bachelor's Degree of Information Systems | University of Bahrain, Manama, Bahrain**

SEPTEMBER 2013 – JUNE 2018

FINAL THESIS: Evaluation and Use of a National Suggestion & Complaint System: The Case of Tawasul

GPA: 3.24



## EXPERIENCE

### **Information Technology | Al Baraka Banking Group, Bahrain**

APRIL 2019 – AUGUST 2020

- Develop RPA processes that enhance product capabilities, structure protocols, integrations, and security level
- Automate 8 internal processes by implementing, testing and deploying automation solutions, increasing efficiency by 90%
- Analyze business processes and determine RPA best practices to ensure qualitative processes, standards, and practices
- Key role in assessing applications and systems, providing guidance to the bank and vendors before the acquisition
- Maintain several RPA Bots and processes daily and ensure quality and high performance to the internal and vendor applications of the organization
- Deliver demos, technical training and training sessions about RPA, digitalization, and processes
- Identify and debug errors by demonstrating the capabilities of RPA for on-going projects and potential clients

### **Analyst | Silicon FinTech Bay, Redwood City, CA**

NOVEMBER 2019 – JANUARY 2020

- Researched and created RPA structures and solutions to accelerate business processes for its use in Silicon Valley

- Identified opportunities to automate manual tasks using Robotics Process Automation (RPA) technology, ensuring quality and high performance to the internal and vendor applications for organizations
- Conducted research on the use of RPA in financial institutions, analyzing risks, costs, benefits, and other parameters
- Actively involved in building an acceleration program for FinTech startups, holding networking and pitching events
- Developed and executed test plans and test cases, achieving a 100% pass rate on all releases
- Architected, implemented, and deployed RPA projects using tools such as UiPath to develop software robots
- Provided leadership with design, development, implementation, and maintenance of automated infrastructure, collaborating with other Software Development and Testing teams to increase the efficiency of all processes

### **Administrative Coordinator | Alabbar Glass & Aluminium, Arad, Bahrain**

NOVEMBER 2017 – MARCH 2019

- Analyzed and restructured business processes that increased the efficiency and reduced the operation time by 25%
- Followed-up and reformatted documentations that optimized procedures and ensured a continuous secure workflow
- Demonstrated excellent time management expertise in managing materials, board meetings, programs, and other projects
- Analyzed project goals and objectives, planned schedule to ensure project completion, and built long-term action plans
- Managed and ordered office supplies, equipment, and different materials that ensured an optimal process
- Prepared LPR and LPO, handled residential requirements and government registration for expats in a short period
- Collaborated with suppliers and internal accounting department to ensure an optimal workflow for the entire company



## **ENTREPRENEURIAL EXPERIENCE**

### **Product Designer | Relo, United States**

AUGUST 2020 – PRESENT

- A US-based social startup that connects people moving to same places together.
- Created logo and brand guideline
- Designed full product architecture
- Created product backlog
- Designing full UI and UX for their mobile app
- Designed Social media headers and templates
- Pitch Deck redesign

### **Product Lead | Slice4Slice, United States**

JANUARY 2020 – AUGUST 2020

- A US-based FinTech startup that provides corporate sponsorship as an alternative form of student financing to keep students away from debt.
- Created logo and brand guideline
- Designed Social media headers and templates

- Pitch Deck redesign
- Designed full product architecture
- Created product backlog
- Designed UI and UX for their mobile app
- Built up current website [www.slice4slice.com](http://www.slice4slice.com)

### Owner | Khassa Store Clothing, Bahrain

OCTOBER 2013 – PRESENT

- Started at the age of 17
- Product range grew from t-shirts with hand drawn art to custom manufactured apparel
- Shift from selling platform from solely Instagram, to a fully functional online store
- Sourcing manufacturers for B2B orders and in-house production
- All apparel is designed by the owner upto date



### SKILLS

- Robotic Process Automation, UiPath, .NET, Visual Basic
- Database management, SQL, MySQL, MSSQL, MS-Access
- Product Management & Design
- Low-code development
- Business Process Analysis
- Adobe Illustrator
- InVision, Figma
- Agile, Lean software development
- Customer Service
- Business Management



### CERTIFICATIONS

Name	Institution	Period
International Placement	Bahrain FinTech Bay	Nov. 2019 – Dec. 2019
Certified Blockchain Expert	Blockchain Council	Jul. 2019
Certified FinTech Professional	Georgetown University - McDonough School of Business	Apr. 2019 – July 2019
Certified RPA Developer	UiPath	May 2019
National FinTech Talent Program	Bahrain FinTech Bay	Apr. 2019 – Sept. 2019
Steps Towards Entrepreneurship	Muhlenberg College	Jan. 2019
Entrepreneurial Growth Program	Prince Mohammad Bin Salman College	Oct. 2018
Intelaaq Student Consulting Program	Etijah Coaching	Apr. 2018 – Jun. 2018
Enterprise Development & Investment Promotion Program	United Nations Industrial Development Organization	2016
IELTS (Score: 7.0)	British Council	2013



## COMMUNICATION SKILLS

- Problem-solving oriented, with excellent leadership skills
- Great team leader but also an excellent individual worker
- Expertise in analyzing user requirements and technical specifications
- Very organized and plan-oriented
- Positive, social, friendly, and professional attitude
- An excellent ability to give quotes and meet deadlines
- Capable of working under pressure and excellent on handling multiple projects
- Flexible on changes, self-motivated, disciplined
- Great ability to set up a good relationship with clients



## LANGUAGES

Fluent in English and Arabic.