



مدارس الظهران الأهلية
Dhahran Ahliyya Schools

مجتمع تعليمي غير ربحي
A not-for-profit learning community

Internal Phone Extensions

Girls' School

2022/2023

Job Description/Place	Name	Ext.	Job Description/Place	Name	Ext.
School Administration			Kindergarten and Elementary Administration		
Vice President	Maha Al-Omair	8711	KG - 5 School Principal	Muntaha Ablwi	8716
Receptionist (Gate 2)	Razan Al-Harathi	1100	Administrative Assistant	Haifa Al-Dossary	1116
Admission Office	Ala Khusheim	8727	School Nurse	Alya Al Hamouz/Reem Al-Akouz	2206
Recruiting Administrative			Kindergarten		
Responsible for Accreditation	Sahar Al-Masri	8712	KG Academic Coach (Arabic)	Dalal Mashraqi	8728
Schools' Translator	Fatimah Alghamdi	1102	KG Proctor	Luluah Alnoaim	8729
Accounting and Personnel Office			Nursery 1	Amal Assiri-Areej Alhamdan	4426
Responsible for Business Office	Sumaya Al Jeathen	8713	Nuresry + KG1 Building Proctor	Rihab BuBshait-Azhar Alfifi	4467
Personnel	Hadeel Raslan	1104	Teachers's Room KG		
Accountant (1)	Nouf Al Nassar	1103	Branch Building Proctor	Buthaina Al Rumaih	8725
Accountant (2)	Heba Al Zuhair	8714	Branch Building	KG Branch -Arabic	1202
Technology Administration			Branch Building	KG Branch- English	1203
IT Department 1	Reem Al-Mutairi	1105	Elementary		
IT Department 2	Fawziya Abbad	1106	Eraly Elementary Academic Coach (Arabic)	Reema Jammal	8730
IT Department 3	Marwa Albalushi	1107	K-2 Academic Coach (English)	Rasha AbuAlhaiga	1125
IT Department 4	Layla AL-Saleh	1133	Early Elementary Proctor 1-2 Girls	Aisha Al Baluchi	8731
IT Department 5	Danah Albalushi	1134	Upper Elementary Academic Coach-English	Farhat Raza	8717
Curriculum and Professional Development Office			Upper Elementary Cluster - Girls		
Academic Advisor	Rola AbuSaqr	8715	1-5 Elementary Proctor- Boys	Deema Alkhathlan	8732
Educational Coach	Najah Al Salti	1108	Intermediate and Secondary Administration		
Assistance of Advisor for Academic and	Alya Al Muraikhi	1109	6 - 12 School Principal	Lama Alakkas	8720
Library	Zainab-Mona-Ghada-Clarissa	1110	School Principal's Secretary	Sawsan Al Huqail	2202
Technology Facilitator	Suha Al Shaikh	1112	Receptionist (Gate 1)	Sherifa Al Ghamdi	2203
Research Unit			MYP Projects Coordinator	Maha Abdullah	2204
Responsible for Research Unit	Salma Ra'ad - Ashwaq - Haifa	1111	Responsible for Students' Activities	Samia Al Dossary	2205
Counselling			Intermediate and Secondary		
SSU/ Counseling Coach	Sara Al Sunaid	8719	Math & Science Academic Coach	Mona Abdullahif	8721
K-3 Counselor	Noura Al-Sihli	1113	Social Studies & Humanities Academic Coach 3-12	Huda Tahbub	8722
4-5 counselor	haya alarji	1128	English Arts Academic Coach	Imrana Iqbal	8723
6-8 Counselor	Huda Alghamdi	1115	Intermediate Procter	Atheer AlHarkan	8746
9-12 Counselor	Laila Al-Qassab	1114	Secondary Procter	Sumaya K. Alkheib	8748
SSU Teachers' Room		1128	Laboratory	Hind A. Aldossary	2209
3-5 Teachers'Room		1130	College Counselor	Nafeesa Iffath	2210
Special Subjects			Teachers' Room 1st Floor		
Special Subjects Academic Coach	Essam Al Barazi	8724	6-12 English Teachers' Room		
Music Room	Nabila Shayaa	1118	Teachers' Room- Gnd Flor		
Computer Lab (1)	Anhar Asaly	2213	DAS Phone Number 8198700		
Computer Lab (2)	Hajar Sabri	2214			
Design Lab.	Randa Sultan	2215			
Arts Education (1)	Shadan Alonazi	2213			
Arts Education (2)	Sabah Fouad	2216			
Arts Education(3)	Maram Almujiresh	2217			
Physical Education	Basma-Amani-Eman	2218			
Other Facilities					
Multi-purpose room		2220			
Schools' Auditorium		2222			
School Guard (Gate 1)	Abu Hasan	2226			
School Guard (Gate 2)	Abu Amjad	2227			
Boys' school Number	Yasser Al-Jaafar	3300			
Service Department	Muneer Al Sihati	8774			