

Name :- Buthaina Adel Al-Bakri

Address :- Ein bni Sulaim Street – Hebron

Mobile No : 00970-595408603

Email : buthynaalbakri322@gmail.com

EDUCATION:

2018-2022 : Bachelor degree of science in business administrative branch accounting

Palestine Polytechnic University Hebron -Palestine

2017-2018 : High School Diploma (Tawjihe) literary section

Ali Ghazi al-mohtaseb Secondary School for Girls Hebron –Palestine

TRAINING :

Currently studying certified management accounting (CMA) in Bethlehem Hotel with Dr. Fadi Katta

June 9 -octobar Alshamel accounting programs at Hebron Chamber of Commerce and Industry

25 june 2022 training course

Technopark building. Hebron _palestine

June 2021 Training course (150 hour)

Zalloum Trading company Hebron -Palestine

Sep 2020 How to Start (4hour)

Injaz Palestine Hebron –Palestine

Experience :

07/2023-now

Accountant at Abdo Insurance Company.

1/November _07/2023

worked in the Hebron Chamber of Commerce and Industry in the Department of Finance on the alshamel accounting program.

LANGUAGE :

Arabic language (Native).

command of English language .

SKILLS :

Computer skills

- Having ability to use Microsoft office .
- Using internet : Excellence using the internet and it applications as Hotmail E-mail - yahoo – skype.
- Alshamel program accounting
- Command of Trusted Systems

Managerial Skills :

- Customer service
- Good communication skills
- Teamwork
- Project management
- Strategic planning
- Ability to work under pressure and with team
- Responsibility
- Attention to detail

Thanks for taking the time to review my resume. I look forward to speaking with you .

With Regards

Buthaina

Note : Document will be provided upon request .

