

# Saeed A. Aldhaifallah

## Personal Information

Name : Saeed A. Aldhaifallah  
Nationality : Saudi  
Date of Birth : May 03<sup>rd</sup> 1990  
Marital Status : Married

## Contact Details

Address : P.O Box 3536, Ad Dammam 32265-8114, Saudi Arabia  
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## Objective

I am self-motivated, ambitious and eager to learn. I am a responsible individual with strong communication skills and work ethics besides being creative, focused and highly determined. I am willing to take responsibility and work independently. At the same time, I can work well in teams.

## Education, Courses

### Education:

Highschool in 2008,

### Courses:

- From, *Bank Albilad - Training*:
  - \* The concept of commitment and the fight against money laundering and terrorism financing.
  - \* The financial and banking fraud.
  - \* Leadership Skills.
- \* Transformational Tools for Leadership.
- \* Information Security Awareness Program.
  - \* Business Continuity Management.
  - \* Islamic banking awareness program
- From, *Ashrqia Chamber Training Canter*:
  - \* Sales Staff Skills.
- From, *Expertise windows Training*:
  - \* The Complince & AML Program.
  - \* Center Manager Accreditation Program.

## Professional Experience

**Employee At:** Albilad Bank

**Job Title:** Branch Manager.

**Date of Join:** February 02<sup>nd</sup> 2011.

## Languages

English : Good

Arabic : Mother Tongue

## Business Skills

Brainstorm ideas, work with group, work individual, and improve the employee output by regulation the Management department.

## Computer Skills

Systems: Windows /NT/2000/XP/Vista/Seven.

Software: SAP, Oracle, Microsoft Office, FrontPage, B.A.B .

## Typing Skills

English : Professional

Arabic : Professional

## Hobbies

Travelling.

Reading.

**Reference available upon request**