

ALAnoud Ali Alruwaili

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I am a creative, ambitious, and talented individual with a diverse set of abilities.

And I'm always excited about my work and the responsibilities ahead of me. Having the opportunity to collect, track, and correct the company's financial information is something I enjoy very much.

EDUCATION

Diploma degree of Accounting -GPA: 5 out of 5

Imam Muhammad ibn Saud
University | 2021

Bachelor of Physics

Princess Norah bint Abdulrahman
University | 2014

Skills

- Account reconciliations, bookkeeping, accrual accounting, budgeting processes, and payroll.
- Ability to deal with enormous quantities of financial data.
- Create the income statement ,financial statements.
- Update the customer database and follow up on customer requests.
- Critical thinking
- Problem-solving
- Time management
- Mathematics
- Coordination
- Systems analysis
- Active listening
- Writing
- Communication
- Deductive reasoning.

Computer Skills

- Windows XP Applications.
- Oracle , Delta .
- Office Applications (Word, Excel, PowerPoint).
- Google Drive (Docs, Sheets, Slides, Forms).
- Spreadsheets (Excel, Google Sheets, OpenOffice Calc).
- Email (mail merge, filters, folders, rules).
- Presentations/Slideshows (Powerpoint, Google Slides, OpenOffice Impress, Tableau).

Experience

Training in saudi food and drug authority as accountant -2021 .

Courses

- Introduction to human resources tasks online – Doroob
- Human resources online for three days since 2015