

Personal information

Name: Abeer khaled Almkhlafi:

Mobile: 0508739657

Email: AbeerAlmkhlafi@Gmail.com

Nationality: Saudi

Educational level

Business Administration Diploma from IMAM University-2011

(IFCE) from Financial Institute- 2016

Experiences

*** Motor Claims Operations - Med Gulf Insurance 2015- present**

*** Human Resources Department - Al-Rassam Commercial Group, 2014-2015**

*** Human Resources Department In Shar Company for Trade and Contracting
2014-2013**

Training courses

***Riyadh Chambers Course - Risk Management Training Program - from
08/12/2019 to 11/12/2019**

***The Unified Document for Car Claims course-at a rate of (8) training hours in 2016**

***Vehicle insurance and liability insurance course - three days in 2016**

***Compliance and Anti-Money Laundering and Fraud Training Program Course - two
days in the year 2015**

***Distinguished Customer Service Course - with an average of (21) training hours -
Academic City for 2015 training**

***Insurance fundamentals course - with an average of (21) training hours Academic
City for training in 2015**

***An English language course - Al-Faisal International Academy - Level Two in 2014**

***Leadership and Self-Management course - with average of (9) training hours
Chamber of Commerce in 2013**

***Human Resources Management Course - 20 training hours - Chamber of Commerce in 2013**

***A 3-month course on using computers in office work - in the year 2011**

***A course in the arts of providing golden service to clients - for two days from Imam University - in the year 2010**

***Administrative organization skills course - for two days from Imam University - in the year 2010.**