

Dalal Fayed Hijazi

Curriculum Vitae



AL Riyadh - KSA
0507724586
daloolhijazi@gmail.com

WORK EXPERIENCE

March 2019 – April 2019 Trainee
Abu Moati Co.
Riyadh
On-the-Job Training in Accounting & Finance department

Full Working knowledge in:

MICROSOFT DYNAMICS AX
WORD PRESS
MICROSOFT OFFICE

EDUCATION

2019-2018 **Diploma Degree: Finance and Banking**
GPA 4.92/5
AlMujaz Institution
Riyadh- KSA

2018 **Professional Training Workshop**
Secretarial Skills Workshop
AlMujaz Institution
Riyadh- KSA

2011-2010 **Secondary School Diploma**
GPA 4.71/5
AlThanawiya 22 High School for Girls
Riyadh- KSA

SKILLS

Critical Thinker, Negotiator and Problem Solver
Languages: Full Professional Proficiency in Arabic & English

REFERENCES

Available upon request