

# ABEER ALHAZZA

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## EDUCATION

JANUARY .2018

**DIPLOMA, FROM IMAM MUHAMMAD BIN SAUD ISLAMIC UNIVERSITY**

2 years English language.

## EXPERIENCE

FROM 12-1-2020 TO PRESENT

**SALES ADVISOR, AL AHLI TAKAFOUL**

Sales life insurance product.

1/9/2019 TO 1/12/2019

**CUSTOMER SERVICE, ENJAZ COMPANY**

6/3/2018 TO 30/8/2019

**TELE SALES, RIYADH BANK**

Issue receipts, refunds, credits, or change due to customers

1/7/2016 To 1/7/2018

**SALES & ADMINISTRATION, TABADUL ALRIYADH COMPANY**

1/8/2013 TO 1/11/2013

**SUPERVISOR, IBN KHALDOUN SCHOOL**

## **SKILLS:-**

- Time management
- Working under pressure
- Self-development and skills
- MS Office.
- English (Reading, Speaking, Writing).
- Ability to work with team or an individual
- Fast learning and achievement

## **COURSES AND CERTIFICATES:-**

- Excel Program 18/5/2020
- Anti- Money laundering 10/6/2020
- customer service for Insurance 27/5/2020
- Insurance market 18/5/2020
- tourism marketing 19/5/2020
- Quality Management 10/5/2020
- Risk management PMI(complete 40 contacts hours) from 9/5/2020 To 13/5/2020