




AMAL ALQARNI


FINANCE

CONTACT NUMBERS

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 Al-Iskan Neighborhood
Khobar ,Saudi Arabia

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LANGUAGES

- Arabic (Fluent)
- English (Good)

SKILLS

- Microsoft Excel.
- Microsoft Office.
- Arithmetic Capabilities.
- Attention to detail.
- Team work skill.
- Event Management .
- Communication.
- Adaptability , Flexibility.

REFERENCES

Dr. Walaa Magdy
Community College Dammam
imam Abdulrahman bin Faisal
University.
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SUMMARY

A committed Passionate And Highly Motivated Financial Fresh Graduate Who Believes That The Ultimate Desire Is To Utilize All The Resources With A High Degree Of Creativity To Accomplish Missions Assignments Within A Set Time- Frame And High-Quality Standard.

EDUCATION

Imam Abdulrahman Bin Faisal University,Dammam , Saudi Arabia.
(2016 - 2020) Associate Diploma In Finance , FIN.

TRAINING EXPERIENCES

- (Jun 2019-Jul 2019) Maternity and Children Hospita In Dammam .
- Trained In Several Departments (Finance - Insurance - Supply).
- Conducted 180 Nutrition Summaries Within The Hospital System.
- Review And Audit Of 70 Application Papers And Submit Them To Insurance Companies.
- Customer Service At Reception And Check-Out more than For 200 Clients.

VOLUNTEER EXPERIENCES

- (Jan2020) Volunteer In International Petroleum Technology Conference.
- (Oct 2019 - Feb 2020)Volunteer Organize Activities Inside The College.
- (Dec2019 - Present) Active Certified Volunteer In Ithra - Saudi Aramco.

COURSES

- Innovation To Foster Entrepreneurs And Startup Owners .
(Imam Abdulrahman Bin Faisal University)(13Weeks)
- Accounting Fundamentals.
(Provided By Corporate Finance Institute (CFI))
- Financial Accounts Management.
(Provided By National Entrepreneurship Institute)
- Financial Performance Management: Startup Phase.
(Provided By Doroob)
- Information Security Course.
(Provided By Doroob)
- Costumer Service Course In The Insurance Field.
(Provided By Doroob)
- Workshop To Study Project Feasibility And Evaluation.
(Imam Abdulrahman Bin Faisal University)
- Training Program Of Office Applications On Computer And Secretary .
(Provided By Technical And Vocational Training Corporation)(1Year)