

# MOHAMMEDALI GHUDAF

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## SUMMARY

Sell-starter proudly offering exemplary multi-tasking and problem-solving skills. Successful at promoting a good knowledge of month-end closing and reporting. Looking for an accounting intern position with any local or international firm.

## INTERSHIP

2020

### ACCOUNTANT, NOAAWIN – RIYADH, SAUDI ARABIA

- Record corporate expenses and bills in different categories using Xero program.
- Trained to use and apply the principles of Excel to create financial statements.

## EXPERIENCE

2021

### BANK EMPLOYEE, BANK ALBILAD– RIYADH, SAUDI ARABIA

- Banking specialist to meet clients' needs, and to provide them with a proper customer service such as reporting, solving and creating a complaint and enquiries.

2020

### CREW MEMBER, AMC – RIYADH, SAUDI ARABIA

- Handled escalated customer complaints to provide full resolutions and promote loyalty. Trained new team members in cash register operation, and customer service.

2018

### SALES, LANDMARK – RIYADH, SAUDI ARABIA

- Resolved customer problems by investigating issues, answering questions with Supervising Counters & Cashier opening and closing to build rapport.

2017

### WATER SAFETY INSTRUCTOR, IN CAMPUS JOB – ALBANY, NEW YORK

- Communicated with parents to discuss trainees progress and goals.
- Organize lessons and classes for swimming skills and techniques.

## EDUCATION

2020

- INSTITUTE OF PUBLIC ADMINISTRATION  
RIYADH- SAUDI ARABIA
  - ACCOUNTING, GPA:3.93

2017

- THE COLLEGE OF SAINT ROSE  
ALBANY-NEW YORK
  - 1 YEAR OF BUSINESS MAJOR

2015

- CENTRAL MICHIGAN UNIVERSITY  
MOUNT PLEASANT-MICHIGAN
  - ELI PTOGRAM

## SKILLS & COMPETENCES

- Communication skills and Critical thinking.
- Post & apply data using Excel and office programs.
- Working as team and improving teamwork's outputs.
- Analytical mind.

## LANGUAGES

- English: Fluent (reading, writing & speaking listening).