

JUMANA MOHAMMED HAMAD

OBJECTIVE

A motivated accountant , Seeking to work in a flexible, non-routine work environment, which helps me develop myself personally and professionally to optimize my performance in the organization.



Dammam, Saudi Arabia



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EDUCATION

International Technical and Vocational Collage-the Oxford partnership.

- Diploma- Business (Accounting) - 2020

EMPLOYMENT

- **Gama Hospital**

Finance – Customer Account – May-2021 (Current)

Work in Insurance Claims (NPHIES Platform)

VOLUNTEER AND COURSES

- Associate Membership of SOCPA 2021
- Cyber Security Course – Dorooob 2020
- Fundamentals of Financial Accounting – Dorooob 2020
- Volunteer at Mashael Al-khair Center 2019
- Volunteer in Almanaber school Guidance 2018
- ICT Certificate 2018
- Pass PET exam 2018
- Course in Microsoft Office 2017

SUMMER TRAINING

Maintenance CO

- Customer Care – 2020

ARKAD E&C Co company

- HR – 2019

ARRAWDHA hospital

- HR – 2018

SKILLS

- Communication
- Computer Skills
- Time Management
- Accurate
- Hard worker
- Fast Learner
- Teamwork

LANGUAGE

- English: Moderate