

MESHAL KHALID ALSEBAYEL

CONTACT INFORMATION:

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PERSONAL INFORMATION :

Nationality: Saudi

Resident of: Riyadh, Saudi Arabia

EDUCATION:

- Diploma in Accounting, King Saud University (2020)
- Diploma in Computer Applications, Imam Mohammad Ibn Saud University (2020)

WORK EXPERIENCE :

- Sales Operations Officer – Al Rajhi Bank, Head Office (Jan.2022 – Present)
Corporate and Institutional Financing - Data analysis - Credit analysis
Branches Follow- up & Support – preparing financing contracts and periodic reports.
- Accountant – Al-Qaryan Group (Jul.2021 – Dec.2021)
 - Record and monitoring all transactions relating to branch like purchases, sale, expenses, receipts, payments etc.
 - Assists with preparation daily/monthly of management and financial reports.
 - Responsible for monitoring activity and performing various general ledger and cash account.
- Accountant "Trainee" - Abyat Company (Aug.2020 – Dec.2020)
- Sales Officer - Abyat Company (Aug.2018 – Aug.2019)

COURSES & CERTIFICATIONS :

- Member and professionally registered in the Saudi Organization for Auditors and Accountants.
- English Language – EC Brighton English Language School.
- English Studies – LSI.
- Accounting and Finance – E Learning College.
- Governmental Accounting Assets - Institute of Public Administration.
- Principles of Financial Accounting - Institute of Public Administration.
- Government Financial Reports - Institute of Public Administration.
- Value Added Tax (VAT) - Institute of Public Administration.
- Reports Preparation - Institute of Public Administration.
- Customer Service Professional Interaction – HRDF.

LANGUAGES:

- Arabic.
- English.

SKILLS:

- MS office: Word, Excel, PowerPoint.
- Oracle & SAP System.
- Corporate Finance.
- Data analysis.