

THEKRA ALHAKAMI

Saudi Arabia
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PROFESSIONAL SUMMARY

Financial accounting semi-skilled with good experience in planning and budgeting roles and functions. Very committed to excellence and so much ambitious about attaining big achievements. I always aspire to make big differences wherever I become part of any kind of business.

EMPLOYMENT HISTORY

Al-Jonah Sweet Company - Sales Assistant

Jeddah, Saudi Arabia
05/2019 - 07/2020

- Recommended products based on a solid understanding of individual customer needs and preferences.
- Listened to customer needs and preferences to provide targeted advice, increasing sales opportunities.

Saudi Bugshan Holding Company - Sales Representative

Jeddah, Saudi Arabia
11/2018 - 06/2019

- Greeted customers and offered assistance with selecting merchandise, finding accessories, and completing purchases.
 - Meeting or exceeding sales goals.
 - Provided excellent sales services by offering bespoke product advice to meet exact customers' needs.
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COURSES

National Labor Gateway, Taqat, Doroob

- Accounting and financial management.
- The general framework of accounting.
- Fundamentals and principles of accounting Finance.
- Inventory settlement and list preparation.
- Financial planning.

SKILLS

- Languages fluency Arabic and English
 - Communication skills
 - Financial services
 - Presentation development
 - Time Management
 - Ability to achieve sales target
 - Work under pressure
 - Microsoft Office Proficiency
 - Customer service
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EDUCATION

Expected in 06/2023

Technical and Vocational Training Corporation
Jeddah

Diploma of Higher Education:
Financial Accounting