


# TURKI ALSUDAIS

## INTRODUCTION

I'm interested in Business especially Business Banking. Also I want to learn new different experiences and share my own experiences and knowledge with others. Actually I'm seeking for a place where I can apply my knowledge and skills for continuous improvement.

## CONTACT INFO

 0555004910

 Turki1992.saleh@gmail.com

 Turki Alsudais

## PERSONAL SKILLS

- Creative spirit
- Organized
- Time management
- Team player
- Fast learner
- Motivated

## LANGUAGES

- Arabic.
- English.

## EDUCATION

**DIPLOMA OF BUSINESS BANKING,**

*Institute of Public Administration in Riyadh | 2015*  
*Grade 3.77 out of 5.*

## WORK EXPERIENCE

- Professional application was in Samba Banking Group in Banking Settlement for 10 weeks.
- Employment at Ersal money transfer in the Department of Administrative and Financial Services. | Jan 2018- Present.
  - Administrative Services Officer.
  - Manager of Administrative Services.
  - CEO's Secretary.

## OTHER EXPERINCES

- *Experience in safety and security by following the tickets and preparing report for safety & security.*
- *Experience in Finance Department especially in ERP system.*

## TRAINING COURSES

- English language course from English Language Teaching Center in Riyadh, Al-Ahli ( ELS ).  
October 2011 - April 2012.

English language course from British Council Diplomatic Quarter .  
March 2019- April 2019.