

Waad Ali Almunaws

waad.almunaws@gmail.com | +966545882236 | Alkhobar | Eastern province

Career Objective:

Seeking a position in Business Admin-finance to use my education and skills to help improve the organization and achieve it's goals, Excited to get opportunities and personal development.

Interested in the field of marketing, accounting, design and drawing, able to work individually, with team and remotely.

Education:

Imam Abdulrahman bin Faisal University in Dammam

2019: Diploma of Business Administration – Finance Track

Community College (GPA 3.46/5)

Internship:

2018 (June – July): Inma Bank

Role and responsibilities:

- 1- Customer service.
- 2- Customer guidance.
- 3- Financial transaction.
- 4- Received and delivered reports.

Skills:

- Critical thinking
- Problem solving
- Capacity if persuade
- communication skills – written, oral as well as presentation skills.
- Self-motivated to accomplish business and personal objectives.

Courses &Certificates:

2019: Certificates of voluntary and educational work.

2018: Microsoft Excel.

2017: How to start your business.

2015: English language program from British council

Volunteer:

2019: Almarkaz charitable association in Al-Ahsa

Role and responsibilities:

- Generate activity.
- Education classes.
- Prepare and record reports .