**CURRICULUM VITAE**

**Personal Information**

* Name: Badr
* Date of Birth: 23/01/1992
* Nationality: Yemeni
* Email: badr.303598@2freemail.com
* Gender: Male Marital status: Single
* Mobile: C/o 0504973598

**Qualifications**

* 2010 - 2015: Bachelor Degree in Business Administration-Accounting rate (3.77), College of Business Administration, Ajman University of Science and Technology, Ajman.
* 2009 - 2010: General Certificate of Secondary Education, Scientific Branch, Al-Aqsa Private School, Ajman. Rate (88.3%).
* 29/12/2011: TOEFL certificate (547) from Ajman University of Science and Technology.

**Experience**

* 27/12/2015 – Present: Working in Abu Dhabi Islamic Bank as “Greeter”.
* 11/10/2015 - 31/12/2015: Work in accounting and supervision of goods and warehouse in Marep trading company.
* 01/03/2015 - 23/04/2015: Abu Dhabi Islamic Bank, In Customer Service, Call Center, Operations, Administrative and Banking Functions.

**Training Courses**

* Training course in "Breakthrough Customer Experience" from Abu Dhabi Islamic Bank.
* 06/02/2012 - 19/03/2012: English language course (conversation level 2) by 80%, a distinguished World Language Center, Ajman.
* 25/02/2015: Participation in the "Community Readiness" course in cooperation with "Sanid program."

**Skills**

* Prepare financial statements and management reports.
* Use the computer, Internet, Windows, Microsoft Office Programs, accounting information systems and Social Media.
* Familiar with the Process and cycles of (Management and financial) accounting, whether electronically or manually.
* Personal Skills: Flexibility, Communicate effectively with others, Respect the rules, Social Responsibility, withstand the pressure, Knowledge Sharing, Management & leading skills, problem solving, research, and analytical skills, Attention to detail.

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| * Languages
 | ​​reading  | writing | conversation |
| * Arabic
 | Excellent | Excellent | Excellent |
| * English
 | Excellent  | good | Very good |