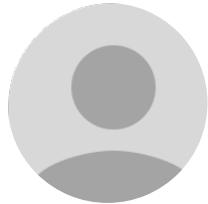


علا ابو الفيلات



شخصية قيادية إلتزام المواعيد سريعة التعلم وحل المشكلات في العمل ضمن الفريق

- I'm available to start right away
-

Experience

سكرتيرة تنفيذية

شركة مستودع الترك للادوية

Jun 2008 - Dec 2017

Skills

Computer skills Communication Leadership
Teamwork Interpersonal Fast Learner
Adaptability Self-management Problem-solving
Willingness to learn Multi-tasking
Negotiation Business Correspondence Contracts
Preparation Telephone conversations Conducting presentations
Documents Audit Email usage knowledge
Working with Databases Staff Motivation
MS Excel MS Word

Training Courses

موارد بشرية

جمعية افرا للموارد البشرية

Apr 2020 - Apr 2020

Information

Nationality	Gender	Own Vehicle?
Jordan	Female	Yes
Driving License?	License Type	Education Level
Yes	Private Passenger Vehicle	Diploma
Experience Level	Skills	Languages
6-10 Years	Computer skills, Communication	Arabic, English

Country of Residency

Jordan